




Faculty of
Nursing
University
of Toronto



Calendar
1991•92

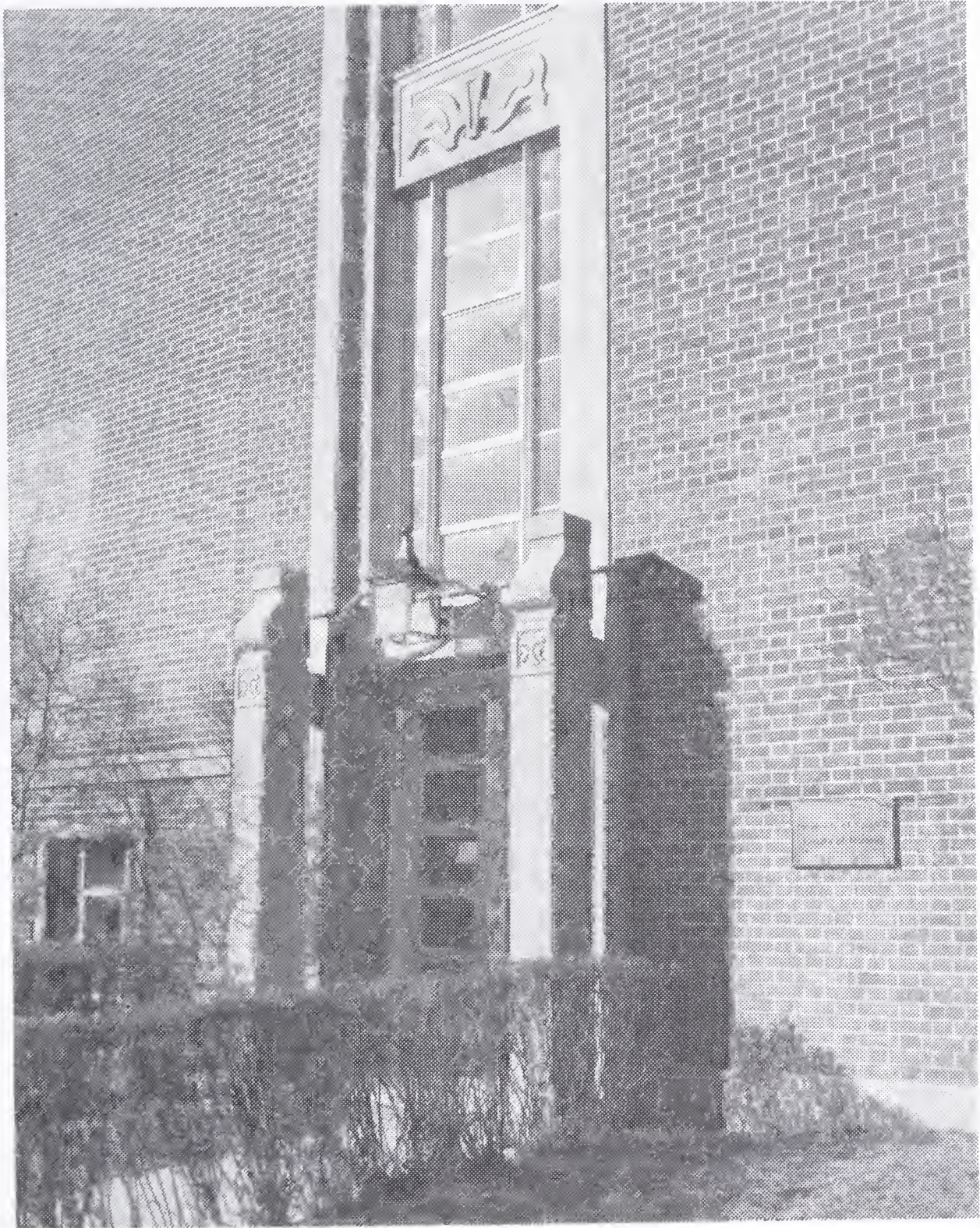


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**Faculty of Nursing
University of Toronto
50 St. George Street
Toronto, Ontario
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(416) 978-2865**



Officers of the University 1990-91

Chancellor	The Hon. J.B. Aird, O.C., Q.C., B.A., LL.D., D.Litt.S.
Chairman, Governing Council	R.J. McGavin, B.P.E., M.Sc., Ph.D.
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Vice-Provost, Health Sciences	A.R. Ten Cate, B.Sc., Ph.D., B.D.S.
Assistant Vice-President Finance	R.G. White, C.M.A.
Assistant Vice-President Facilities and Administrative Systems	J. Oliver, B.Com., M.Sc.
Assistant Vice-President (Planning) and University Registrar	D.W. Lang, B.A., M.A., Ph.D.
Assistant Vice-President Student Affairs	W.D. Neelands, B.A., M.A., M.Div., Th.D.
Assistant Vice-President Research Relations & Technology Transfer	P. Munsche, B.A., M.A., Ph.D.

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Academic Calendar 1991-92

1991		
June 28	Friday	Last day for receipt of registration forms for supplemental examinations for the 1990W session
July 1	Monday	University closed in observance of Canada Day
July 22	Monday	Deadline for submission of all course selection forms for elective courses
August 5	Monday	University closed in observance of Simcoe Day
August 6 - August 9	Tuesday - Friday	Supplemental Examinations for the 1990W session
August 23	Friday	Deadline for students in Years II, III, IV and Part-time study to submit completed registration material to the Admissions Officer
August 28 September 6	Wednesday - Friday	Registration period
September 2	Monday	University closed in observance of Labour Day
September 11	Wednesday	Academic year begins at 9:00 a.m.
September 24	Tuesday	Last day to add A, F, H, and Y elective courses. Last day for all students to submit course selection forms to the Admissions Officer.
October 14	Monday	Thanksgiving Day: University closed
October 21 October 25	Monday - Friday	Students must confirm courses with the Admissions Officer
November 1	Friday	Last day to drop A and F elective courses without academic penalty
December 10	Tuesday	Last day of fall term lectures
December 11 December 20	Wednesday - Friday	Fall term examinations
1992		
January 6	Monday	Spring term classes begin
January 15	Wednesday	Second instalment of fees due
January 17	Friday	Last day to enrol in B and S elective courses

February 14	Friday	Last day to drop H and Y elective courses and last day to withdraw from the full-time degree programme without academic penalty
February 17 February 21	Monday - Friday	Reading Week: classes withdrawn
February 28	Friday	Last day to drop B and S elective courses without academic penalty
April 1	Wednesday	Last day for receipt of applications for full-time study in the 1992 Winter session
April 10	Friday	Last day of classes
April 14 May 1	Tuesday - Friday	Nursing Annual Examination Period
April 17	Friday	Good Friday: University closed
April 20 May 8	Monday - Friday	Arts and Science Examination Period
April 20	Monday	NUR 406B clinical elective begins (to be completed in time for June Convocation)
April 27 May 15	Monday - Friday	NUR 303B: three week block clinical experience
April 24	Friday	Second last day of Passover
May 18	Monday	Victoria Day: University closed
May 19 June 5	Tuesday - Friday	NUR 103B: three week block clinical experience
June 1	Monday	Last day for receipt of applications for part-time study in the 1992 Winter session
June 26	Friday	Last day for receipt of registration forms for supplemental examinations for the 1991W session
August 3	Monday	Simcoe Day: University closed
August 4 August 7	Tuesday - Friday	Supplemental examinations for the 1991W session

The first day of the fall term, or tests, will not be scheduled on the first and second days of Rosh Hashanah or on Yom Kippur, examinations will not be scheduled on the first two and last two days of Passover.

Sessional dates may differ in other faculties or divisions and students are expected to check the appropriate calendar(s) in order to coordinate their schedules. Students are expected to abide by the withdrawal dates of this Faculty.

An Introduction to the Faculty

The University of Toronto has been involved in nursing education since 1920 when the Department of Public Health Nursing was created. This department recognized the role that nurses were playing in community health both in prevention and in the delivery of nursing services to people with all types of illnesses who required care at home. These nurses required preparation beyond what was available through hospital based schools of nursing. In 1928 this department became a unit of the School of Hygiene but was reorganized in 1933 as an independent School of Nursing. A four year programme leading to the degree B.Sc.N. was offered for the first time in 1942. The addition of graduate work in 1970 led to the establishment of a Faculty of Nursing in 1972.

Over the years, the B.Sc.N. programme has changed in recognition of the changing nature of nursing. A separate programme for graduates of diploma schools of nursing was maintained until 1982 when these students were integrated with students from high school. In 1991, modification of this approach will begin. Registered nurses will be admitted to a separate programme that will include some courses that are designed specifically for them as well as courses in which students who are studying nursing after graduation from secondary school are involved. A separate programme for students with a university degree outside of nursing is in the planning phase.

While the University of Toronto is large by any standard, the Faculty of Nursing strives to create an atmosphere where students feel part of a small community. There is a close working relationship between faculty members and students at both the undergraduate and graduate levels. While undergraduate students will find themselves in some classes with several hundred students, they will always experience small groups of 7-8 students working with one faculty member as they learn their clinical nursing theory and skills. Graduate seminars are composed of small groups of students (5-15) focusing on topics of mutual interest under the guidance of an expert faculty member. Students will find that they will get to know their classmates well and some of the relationships they form as students will last a lifetime. The Faculty of Nursing sets high standards for educational programmes and expects students to meet them, but encouragement, support, guidance are the



strategies used to help students achieve excellence. Students are also expected to have fun and enjoy themselves in both their academic and social lives. Helping students achieve and generating knowledge needed for nursing are the two primary goals of the Faculty.

FACULTY OF NURSING

Dean
Dorothy M. Pringle, B.Sc.N., M.S., Ph.D.

Chair, Undergraduate Programme
L. Joan Brailey, B.Sc.N., M.Sc.N.

Chair, Graduate Department of Nursing
Dorothy M. Pringle, B.Sc.N., M.S., Ph.D.

Admissions Officer
Sue Tripathi

Faculty Secretary
Sarah Kerwin, B.Sc.

Graduate Student Affairs Secretary
Elaine Chu

Advisors to Diploma Graduates
Janice C. Monaghan, B.S.N., M.Ed.
Mary-Elizabeth Bongers, B.Sc.N., Dip.C.S.
Judith Young, B.Sc.N., M.Sc.N.

WOODSWORTH COLLEGE

Principal
N.M. Meltz, B.Comm., A.M., Ph.D.

Vice-Principal and Registrar
A.R. Waugh, B.A.

Programme Director
W.H. Batemen, B.A.

Associate Registrar - Systems
D. Owen, B.A.

Associate Registrar - Student Services
D.C. Nimmo, M.A., Ph.D., D.GERONT.

Director of Effective Study Programme
A. Stewart, B.A., M.A.

Professor Emeritus

Margaret Allemang, M.N., Ph.D.
Kathleen E. Arpin, B.Sc.N., M.S.
Margaret C. Cahoon, B.A., M.Ed., Ph.D.
Helen M. Carpenter, B.S., M.P.H., Ed.D.
Rosella Cunningham, B.Sc.N., M.P.H.
Phyllis E. Jones, B.Sc.N., M.Sc.
M. Kathleen King, B.A., B.Sc.N., M.S.N.
Nora I. Parker, B.A., M.A., Ph.D.
Jeannette E. Watson, B.Sc.N., M.Sc.N.
M. Jean Wilson, B.A., B.Paed.

Full-time

Jacqueline S. Chapman, B.S.N., M.S.N., Ph.D.,
Professor

Dorothy M. Pringle, B.Sc.N., M.S., Ph.D.,
Professor

May A. Yoshida, B.Sc.N., M.N., Professor

L. Joan Brailey, B.Sc.N., M.Sc.N., Associate Professor

Dorothy M. Craig, B.A., B.Sc.N., M.Sc.N.,
Associate Professor

Jane E. Graydon, B.Sc.N., M.S., Ph.D., Associate Professor

Rebecca S. Hagey, B.Sc.N., M.A., Ph.D., Associate Professor

Ellen Hodnett, B.S.N., M.Sc.N., Ph.D., Associate Professor

Hilary Llewellyn-Thomas, B.Sc.N., M.Sc.N., Ph.D.,
Associate Professor

Patricia D. McKeever, B.N., M.Sc.(A), Associate Professor

Hattie Shea, B.S.N.Ed., M.S.N., Associate Professor

Hanneke M.Th. van Maanen, M.A., M.P.H.,
Dr.N.Sc., Associate Professor

Ruth Gallop, B.Sc.N., M.Sc.N., Ph.D., Assistant Professor

Rose Ho, B.Sc.(N.Ed.), M.Ed.Studies, Ph.D.,
Assistant Professor

Anne Moorhouse, B.A., M.A., M.H.Sc., Ph.D.,
Assistant Professor

Linda-Lee O'Brien-Pallas, B.Sc.N., M.Sc.N., Ph.D.,
Assistant Professor

Mary-Elizabeth Bongers, B.Sc.N., Dip.C.S., Senior Tutor
Pushpa Butani, B.Sc.N., M.N., Senior Tutor
Diana H. Gendron, B.S.N., M.S., Senior Tutor
Pamela Khan, B.N., M.Sc.(A), Senior Tutor
Judith H. Watt-Watson, B.Sc.N., M.Sc.N., Senior Tutor
H. Francine Wynn, B.A., M.A., Senior Tutor

Lynn Blufarb, B.Sc.N., M.Sc.(A), Tutor
Claire Sheinman Cowan, B.S.N., M.S.N., Tutor
Catherine Hardie, B.Sc.N., M.Sc.N., Tutor
Susan James, B.Sc.N., M.N., C.N.M., Tutor
Janice Kopinak, B.A., M.H.Sc., Tutor
Joy Richards, B.Sc.N., Tutor
Stacey Williamson, B.Sc.N., M.H.Sc., Tutor
Gail Wilson, B.Sc.N., M.Sc.N., Tutor
Judith Young, B.Sc.N., M.Sc.N., Tutor
Lesley E. Young, B.Sc.N., M.Sc.N., Tutor

Part-time

Abbyann Lynch, B.A., M.A., L.M.S., Ph.D., Professor

Carol J. Brehaut, B.Sc.N., M.Ed., Associate Professor
Gail Donner, B.Sc.N., M.A., Ph.D., Associate Professor
Dorothy M. Wylie, B.Sc.N., M.A., M.Sc., Associate Professor

Paula Goering, B.S.N., M.S.N., Ph.D., Assistant Professor
Barbara A. Johnson, B.Sc.N., M.Sc.N., Assistant Professor
Janice C. Monaghan, B.S.N., M.Ed., Assistant Professor
Donna L. Wells, B.A., M.H.Sc., Assistant Professor

Elizabeth McCay, B.N.Sc., M.Sc.N., Lecturer

Angela Finkel, B.N., M.Sc.N., Tutor
Karon Foster, B.Sc.N., Tutor
Jane Harlock, B.Sc.N., Tutor
Gina Lypaczewski, B.Sc.N., M.Sc.(A), Tutor
Geraldine (Jody) Macdonald, B.Sc.N., M.Ed., Tutor
Paula Mastrilli, B.Sc.N., M.Sc.N., Tutor
Catharina Pavli-Gasser, B.Sc.N., M.Sc.N., Tutor
Elizabeth Peter, B.Sc.N., M.Sc.N., Tutor

Nancy M. Read, B.N., M.Sc.(A), Tutor

Cross-Appointment

Paul Corey, B.Sc., M.A., Ph.D., Professor
Peggy Leatt, B.Sc.N., M.H.S.A., Ph.D., Professor
Richard Osborn, B.A., M.A., Ph.D., Professor
Jack I. Williams, B.A., M.A., Ph.D., Professor

Ilsa Kalnins, B.A., M.A., Ph.D., Associate Professor
Carol Rosenthal, B.A., M.A., Ph.D., Associate Professor

David Naylor, M.D., D.Phil., Assistant Professor

Anne Hedlin, B.Sc.N., M.Sc., Ph.D., Lecturer

CLINICAL APPOINTMENT

Donna Biesenthal, B.S.N., M.H.Sc., Associate Professor
Kerry Marshall, B.N., D.H.A., Associate Professor
Beverley J. Moir, B.S.N., M.H.S.A., Associate Professor
Frances L. Perkins, M.H.Sc., Associate Professor
Julia A. Shea, D.Ph.N., N.P., M.H.Sc., Associate Professor
Susan D. Smith, B.N.Sc., M.Sc.N., Associate Professor
Sandra Twyon, B.N., M.Sc., Associate Professor

Janet M. Beed, B.N., M.Sc.N., Assistant Professor
Marilyn B. Booth, M.H.Sc., Assistant Professor
Barbara G. Brown, B.Sc.N., M.N., D.Grt., Assistant Professor
Evelyn C. Butler, B.N., M.P.A., Assistant Professor
Pamela Churchill, B.N., M.A., Assistant Professor
Doris Doyle, B.Sc.N., M.N., Assistant Professor
Janice L. Dusek, B.Sc.N., M.S., Assistant Professor
Joan E. Edwards, B.N.Sc., M.Sc.N., Assistant Professor
Dorothy Ferguson, B.Sc.N., M.B.A., Assistant Professor
Mary L. Ferguson-Paré, B.Sc.N., Assistant Professor
Anita Fisher, B.A., M.H.Sc., Assistant Professor
Margaret Fitch, B.N., M.Sc.N., Ph.D., Assistant Professor
Evelyn Hall, B.Admin.(Health Services), M.B.A., Assistant Professor

Diane E. Hobbs, B.A., M.N.Sc., Assistant Professor
 Peggy Hutchison, B.Sc.N., Assistant Professor
 Patricia Kearns, B.N., M.N., Assistant Professor
 Margaret Keatings, M.H.Sc., Assistant Professor
 Stacey C. Levine-Silverman, B.S., B.S.N., M.S.N., Ph.D., Assistant Professor
 Allison McCollin, B.A.A.N., M.Ed., Assistant Professor
 Margaret McGovern, B.Sc.N., M.Sc.N., Assistant Professor
 Gayle Mitchell, B.Sc.N., M.Ed., Assistant Professor
 Carolyn R. Moore, B.Sc.N., M.Sc.N., Assistant Professor
 Celina C. Moses, B.Sc.N., M.Sc.N., Assistant Professor
 Brenda H. Perkins, B.Sc.N., Assistant Professor
 Frances G. Picherack, B.Sc.N., M.Ed., Assistant Professor
 Jennie Pickard, B.Sc.N., M.Sc.N., Assistant Professor
 Joyce Rainville, B.A., M.Sc.(A), M.B.A., Assistant Professor
 H. Lynne Sage, B.A., M.Sc., Assistant Professor
 Judith Shamian, B.A., M.P.H., Ph.D., Assistant Professor
 Linda G. Shortt, B.A., B.Sc.N., M.Ed., Assistant Professor
 M. Virginia Sinnott, B.Sc.N., M.N.Sc.CHE., Assistant Professor
 Lorraine Telford, B.Sc.N., M.N., Assistant Professor
 Leslee J. Thompson, B.Sc.N., M.Sc.N., Assistant Professor
 Lori Jean Turik, B.Sc.N., M.P.A., Assistant Professor
 Edna Wallhead, B.Sc.N., M.Sc.N., Assistant Professor
 Catherine Adam, B.Sc.N., M.Sc.N., Clinical Associate
 Heather J. Beanlands, B.S.N., M.S.N., Clinical Associate
 Eileen M. Bourret, B.Sc.N., M.N., Clinical Associate
 Natalie Bubela, B.N.Sc., M.Sc.(A), Clinical Associate
 Donna Buchan, B.N.Sc., M.Sc.N., Clinical Associate
 Heather M. Campbell, B.N., M.S., Clinical Associate
 Donna A. Clemmens, B.Sc.N., M.Sc.N., Clinical Associate
 Marlene M. Close, B.Sc.N., M.Sc.N., Clinical Associate
 Anne L. Coghlan, B.Sc.N., M.Sc.N., Clinical Associate
 Judy B. Costello, B.N., M.Sc.N., Clinical Associate
 Pamela Dawson, B.Sc.N., M.S.N., Clinical Associate
 Ann Fisher, Clinical Associate
 Susan Galloway, B.Sc.N., M.Sc.N., Clinical Associate
 Lisa Hamilton, B.S.N., M.S., Clinical Associate
 Christine Jonas, B.Sc.N., M.Sc.N., Clinical Associate
 Wendy Kasta, B.Sc.N., M.Sc.N., Clinical Associate
 Judy Knighton, B.Sc.N., M.Sc.N., Clinical Associate
 Ruth N.F. Lee, B.Sc.N., M.Sc.N., Clinical Associate
 Anne LeGresley, B.Sc.N., M.S., Clinical Associate
 Elizabeth Anne Lennox, B.Sc.N., M.P.H., Clinical Associate
 Jo-anne Marr, B.Sc., M.Sc.N., C.N.N.(c), Clinical Associate
 Cheryl A. McCulloch, B.Sc.N., M.Sc.N., Clinical Associate
 Emily McLeod, B.N., M.Sc.(A), Clinical Associate
 Sandra A. Mitchell, B.Sc.N., M.Sc.N., Clinical Associate
 Jane Mosley, B.Sc.N., M.Sc.N., Clinical Associate
 Beryl Pilkington, B.Sc.N., M.S.N., Clinical Associate
 Barbara Reid, B.Sc.N., M.S., Clinical Associate
 Eleanor Ross, B.Sc.N., M.Sc.N., Clinical Associate
 Anita Saltmarche, B.A.A.N., M.H.Sc., Clinical Associate
 Donna Shields-Poë, B.Sc.N., M.S.N., C.N.M., M.Sc., Clinical Associate
 Rani Srivastava, B.N., M.Sc.N., Clinical Associate
 Pamela A. Taylor, B.Sc.N., M.Sc.N., Clinical Associate
 L. Jean Trimnell, B.Sc.N., M.Sc.N., Clinical Associate
 Rika Vander Laan, B.Sc.N., M.Sc.N., Clinical Associate
 Leslie Vincent, B.Sc.N., M.Sc.(A), Clinical Associate
 Karen E. Wade, B.N., M.Sc.N., Clinical Associate
 Mary Lou Walker, B.S.N., M.H.Sc., Clinical Associate
 Evelyn Wexler, B.Sc.N., M.Sc.N., Clinical Associate
 Linda Young, B.Sc.N., M.Sc.N., M.Ed., Clinical Associate

Programmes Offered

Tracey Allin, B.Sc.N., Clinical Assistant
Tanja Basic, B.Sc.N., Clinical Assistant
Sharon G. Bennett, B.Sc.N., Clinical Assistant
Carol L. Blair, B.S.N., Clinical Assistant
Lisa D. Bodell, B.N., Clinical Assistant
Sheila Bruce, B.Sc.N., Clinical Assistant
Carolyn Cannon, Clinical Assistant
Joanne Choi, B.Sc.N., Clinical Assistant
Debra Chorley, B.A., Clinical Assistant
Catherine Couture, B.A., B.Sc.N., Clinical Assistant
Francine Deroche, B.Sc.N., Clinical Assistant
Daphnie Egonu, Clinical Assistant
Janice Ferris, B.A.A.N., Clinical Assistant
Pamela Frake, Clinical Assistant
Patricia Garriok, B.A.A.N., Clinical Assistant
Mary Glavashevich, B.A., Clinical Assistant
Angela Golibek, B.Sc.N., Clinical Assistant
Zonia A. Hicke, B.Sc.N., Clinical Assistant
Dianne Hill, B.A., B.Sc.N., Clinical Assistant
Michele Jordan, B.N.Sc., Clinical Assistant
Helene M.A. Lacroix, B.N.Sc., Clinical Assistant
Ann Lutterman, B.A.A.N., M.Ed., Clinical Assistant
Lily Luy, B.Sc.N., Clinical Assistant
Sandra E. McGrath, B.Sc.N., Clinical Assistant
Diane Moretto, B.A.A.N., Clinical Assistant
Heather Myers, B.A.A.N., Clinical Assistant
Sherry D. Ree, B.Sc.N., Clinical Assistant
Diana Roberti, B.Sc.N., Clinical Assistant
Sally Rogers, B.N.Sc., M.B.A., Clinical Assistant
Marion Ryan, B.Sc.N., Clinical Assistant
Diana Sage, B.A., M.S., Clinical Assistant
Olga Semple, B.Sc.N., Clinical Assistant
Mina Singh, B.S., B.Sc.N., Clinical Assistant
Barbara van Koot, B.Sc.N., Clinical Assistant
Mari Watkins, Clinical Assistant
Cathy West, B.Sc.N., Clinical Assistant
Kimberley Young, Clinical Assistant

1 Undergraduate - Bachelor of Science in Nursing

A four year programme, the first, second and third years of which are also available on a part-time basis through Woodsworth College to graduates of diploma nursing programmes only. Part-time students in the Faculty of Nursing may enrol in a maximum of 3.5 credits in the Winter Session and a maximum of 2 full courses in the Summer Session (no more than 1.5 courses or equivalent in a term).

2 Graduate - Master of Science

A two year programme that focuses on clinical specialization and research.

3 Combined B.Sc.N./M.Sc. Programme

An accelerated B.Sc.N./M.Sc. option is offered for candidates who have completed a four-year bachelor's degree programme (B.A. or B.Sc.) with high standing.

4 Continuing Education

A wide range of continuing education courses for nurses, jointly planned by the Faculty of Nursing and the School of Continuing Studies, is offered through the School of Continuing Studies, 158 St. George Street, Toronto, M5S 1A1, 978-6714.

5 Requests for programmes for sponsored students from other countries are considered in the cases of nurses who are preparing for work in their own countries or for an international assignment.



Undergraduate Information

1 Admission and Registration

Full details of the University of Toronto undergraduate admission requirements for 1991 are available on request from the Office of Admissions, University of Toronto, 315 Bloor St. West, Toronto, Ontario, M5S 1A3, (416) 978-2190 and from all Ontario secondary schools. The 1991 requirements follow.

2 General Requirements

(a) Applicants from Ontario secondary schools: Entrance to Year I of the Undergraduate Programme is offered, depending upon the number of places available, to candidates who demonstrate good standing, based upon the following evidence:

- (i) Completion of secondary school studies, including six Ontario Academic Credits (OACs), including Biology, Chemistry and English 1/anglais. Mathematics is recommended. Students must be eligible to receive the Ontario Secondary School Diploma (OSSD).
- (ii) A recommendation by the secondary school last attended regarding suitability for university studies.

Candidates presenting certificates other than OACs will have their certificates individually assessed for equivalency. Biology, Chemistry and English or their equivalents will be required of all candidates.

(b) Applicants with previous University Preparation:

Applicants with previous university courses will be required to submit the appropriate supporting documents as outlined in item #8 of this section. After being granted admission to the Faculty, previous university courses will be assessed for transfer credit to our programme.

(c) Applicants with Diploma Nursing Education: Candidates who are graduates of diploma nursing programmes are required to have completed Grade XIII/OAC Chemistry or its equivalent, and to present an official transcript of their diploma nursing programme. If this transcript is not available, an interim transcript must be forwarded to the Office of Admissions during the application period. A notarized English translation must

accompany transcripts that are in a language other than English or French.

3 Non-matriculant Applicants

A candidate of mature age (21 years of age or older on October 1st of the Winter Session, or July 15th of the Summer Session), who has lived in Ontario for a minimum of one year and is normally a resident of Ontario, may request special consideration for admission to the Faculty if high standing has been obtained in Pre-University Chemistry and Pre-University English, which are offered through Woods-worth College (or equivalent courses), OAC Biology and standing in such other tests as may be required. The candidate's previous secondary school record will also be taken into account. Possession of the minimum requirements does not ensure selection.

4 Applicants of Aboriginal Ancestry

Positions will be made available on an individual basis to applicants of aboriginal ancestry who are eligible for funding by the Government of Canada.

5 Student Visa Applicants

Up to five positions in Year I of the Undergraduate Programme are available, on a competitive basis with all other applicants, to students on visas. Visa students should be aware that completion of the B.Sc.N. programme of the University of Toronto does not necessarily ensure qualification to practise in their own countries.

6 English Facility

Candidates whose mother tongue is not English and who have not successfully completed more than two years in an English language school system* will be required to present proof of English facility by achieving appropriate standing on one of the following acceptable tests:

- Michigan English Language Assessment Battery (minimum score 90)
- Test of English as a Foreign Language (TOEFL) - (minimum score 580)
- British Council English Language Testing Examination

- Certificate of Proficiency in English Test (C.O.P.E. Test)
(minimum score - a total of 6 or above with no zero in any skill area and a score of no less than 2 in writing.)

*An English language school system must be located in a country where the first (native) language is English.

Note: It is the responsibility of the applicant to ensure that one of the acceptable tests is taken. We strongly urge applicants to write one of the tests as early as possible, since test results take 4-6 weeks to reach our office.

7 Application Procedures

- (a) Candidates currently in an Ontario secondary school should apply through their high schools using the General Application for Admission to an Ontario University.
- (b) All other candidates should write to the Office of Admissions, giving details of their previous academic work. An application form and supporting documents should be submitted as soon as possible and not later than April 1st. Only in circumstance which the Undergraduate Admissions Committee deems exceptional will a late application be considered.

8 Supporting Documents

Supporting documents include all final secondary school certificates held. These certificates must indicate the subjects studied and grades obtained. A notarized English translation must accompany transcripts that are in a language other than English or French.

In addition, a student who has previously attended a university must submit the following:

- (a) Official transcripts, issued by the university or college previously attended, giving in detail the courses completed, with the standing and grades in each. Transcripts or a supporting letter from the registrar of the university or college must indicate that such candidates have been granted honourable dismissal and are eligible for re-admission to the institution concerned in the session for which they are seeking admission to

the University of Toronto. The University of Toronto reserves the right to determine whether or not credentials of degree-granting institutions in Ontario meet the standards for admission to the University of Toronto programmes.

- (b) Official statements or calendars giving full information on the content of the university courses covered by the transcripts submitted. Final decisions regarding advanced standing based upon previous university work will be determined by the Faculty of Nursing after the applicant has been admitted. Enquiries regarding advanced standing should be directed to the Admissions Officer, Faculty of Nursing.

Candidates who have previously failed in university work may be considered under special circumstances; candidates with two previous failures are normally refused admission.

For further information about admission requirements, consult the Office of Admissions, stating what credentials will be offered, with a listing of courses and grades obtained.

9 General Information for Applicants

- (a) Candidates wishing an interview may arrange an appointment through the Admissions Officer of the Faculty.
- (b) Each candidate for admission will be informed of the University's decision as early as possible and should await acceptance before leaving for Toronto.
- (c) Detailed instructions concerning registration and health requirements will be mailed to returning and newly admitted students before the beginning of each academic year.
- (d) Part-time students in the Faculty of Nursing may enrol in a maximum of 3.5 courses in the Winter Session and a maximum of 2 full courses in the Summer Session (no more than 1.5 courses or equivalent in a term). For students who have been granted advance standing or credit on admission, four courses will be considered a full-time programme in each of the years in which advance standing or credit has been awarded.
- (e) Students who have not registered and completed courses in the part-time programme for at least two consecutive sessions are required to request, in writing, permission for re-registration

in the programme through the Admissions Officer of the Faculty.

(f) It is recommended that part-time students complete one year of the programme before transferring to full-time study for the following year, but students who are unable to do so should discuss their programme with the Admissions Officer of the Faculty. Requests for transfer to full-time study must be submitted to the Faculty of Nursing by April 1st.

(g) A student who has been granted credit for a course will not be permitted to repeat that course or its equivalent.

(h) Students are expected to participate in laboratory classes where observation and/or practice is carried out on themselves or on a fellow student.

(i) Students are required to possess a currently valid life support certificate (such as the Basic Rescuer Course offered through the Heart and Stroke Foundation) at registration in Years II, III, and IV.

10 Petitions for Re-admission

Students who discontinue study at the end of any year of the Undergraduate Programme may petition for re-admission with advanced standing on their return. This is granted on such conditions as the Admissions Committee may prescribe. When a period of over five years has elapsed since the courses previously studied were completed, these will be evaluated in terms of the content when the applicant seeks re-admission to the programme. Permission to re-enrol in any calendar year will be determined by previous academic performance and places available.

Students re-admitted to the programme are charged a re-admission fee of \$23.00, payable at the time of registration.

11 Examinations for Advanced Standing and Time Limitations for Graduates of Diploma Nursing Programmes

After being admitted, graduates of diploma nursing programmes are automatically granted credit for the Year I nursing courses: NUR 100Y, NUR 102Y, NUR 103B and NUR 202Y, and are eligible for advanced standing in the following Faculty of Nursing courses: NUR 200Y and NUR 205H; and in the following service courses: ANA

121Y, JCB 160Y, NFS 286S, PAT 204H and PSL 226Y on the basis of examinations developed for this purpose. These Challenge Examinations may be written by students in the year in which they are admitted, or in subsequent years, and are available only to graduates of diploma nursing programmes.

(a) The results obtained by candidates in the examinations will determine their eligibility for advanced standing in the courses for which examinations are written.

(b) The examinations for advanced standing will be held once a year, in 1991, in April and June.

(c) Admission to the undergraduate programme will not be contingent upon the results of the examinations. The results of the examinations will determine the number of courses still to be completed in the Undergraduate Programme.

(d) The charge for writing each examination is \$55.00.

Students who are graduates of diploma nursing programmes will be required to complete the programme within ten (10) years of initial registration. The final year (Year IV) is taken in full-time study. The following three nursing courses: NUR 300Y, NUR 302Y, and NUR 303B must be taken concurrently, but the balance of courses may be completed in part-time study.

12 Selection of Courses

Normally, all students in full-time attendance in the Faculty of Nursing will be expected to take a full programme of studies each year as prescribed in the Faculty Calendar. For those students who have been granted advanced standing or credit on admission, four full courses or the equivalent thereof will be considered a full programme in each of the years in which advance standing or credit has been awarded.

(a) Course Selection: Students in Years I, II and III must submit their course selection forms for approval to the Admissions Officer by July 22, 1991. After registration, students will have an opportunity to change their course selection until September 24, 1991 in consultation with the Admissions Officer. Year II, III, IV and Part-time students: Registration will be conducted by mail. The deadline for submission of completed

registration material to the Admissions Officer of the Faculty is August 23, 1991.

(b) **Course Confirmation.** In order to verify the computer loading of the courses and/or course selection changes which may take place after September 24. ALL students are required to confirm their programmes during the week of October 21. Beginning October 28, a late confirmation fee of \$5.50 will be levied.

A student may register for an extra course (a course not required for the B.Sc.N. degree) in addition to the regular programme. It is not necessary for the student to pass the extra course but the standing will be recorded on the transcript. The average for the year is computed without the extra course.

While the Admissions Officer is always available to give advice and guidance, it must be clearly understood that the ultimate responsibility for the completeness, correctness and confirmation of course selection rests with the student. Failure to observe regulations and deadlines can result in academic and financial consequences.

13 Withdrawals and Transfers

(a) Students who wish to withdraw or transfer should consult with the Admissions Officer.

(b) Students who wish to withdraw from any courses must notify the Admissions Officer promptly. Merely ceasing to attend lectures or informing the instructor, although it is courteous to do so, does not constitute official withdrawal. Notice of withdrawal must be submitted to the Admissions Officer by the last day to drop a course without academic penalty as listed in the Academic Calendar (pages 4, 5). Students who withdraw from the programme must return their photographic identification, student and library cards with the notification of withdrawal. Students who (1) do not write the examination, or (2) cease to attend lectures after the last day to drop a course without academic penalty as listed in the Academic Calendar, without having officially withdrawn, will be assigned a mark consisting of the weighted average of the course work completed. Petitions for exception based on medical or compassionate grounds, together with supporting documents, must be submitted to the

Faculty Secretary before the end of the examination period.

(c) A student may withdraw from the full-time Undergraduate Programme without academic penalty up to February 14, 1992.

(d) In NUR 103B, NUR 100A, NUR 104B, and NUR 303B, withdrawal without academic penalty will be permitted any time prior to the final week of the course.

14 Courses of Other Universities

Prior to taking courses at another university, students must request a Letter of Permission from the Admissions Officer to confirm acceptability of those courses for transfer credit. There is a \$29.00 non-refundable fee for this request.

15 Health Regulations

(a) For Admission (all undergraduate students) applicants must send to the Faculty by August 15, 1991:

- (i) a report from a physician on the form provided testifying to the general good health of the candidate;
- (ii) a report from a physician on the form provided for current immunization against rubella, tetanus, diphtheria, poliomyelitis, measles, mumps;
- (iii) a report from a physician on examination for tuberculosis;
- (iv) proof of registration in the Ontario Health Insurance Plan or its equivalent for medical and hospital insurance coverage.

Students are strongly encouraged to have the hepatitis B vaccine before entering the clinical setting.

It is the student's responsibility to ensure that their health forms are properly completed and submitted. Students who fail to do so will not be allowed to enter clinical settings.

- (b) During the Programme
 - (i) Yearly examination for tuberculosis is required of all students.

16 Petitions

Students should always consult the Admissions Officer for guidance if anything occurs that interferes with continuing or completing their courses. Students are responsible for knowing the rules and regulations in the Calendar. Failure to observe them can result in academic and/or financial penalties. However, students who have genuine difficulties in complying with a particular regulation may petition that it be waived or varied.

Students who are seriously ill or in personal crisis are encouraged not to write a final examination but to petition for a make-up examination at a later date. Petitions regarding final examinations will be considered according to the procedures published in this Calendar. Petitions for special consideration in final examinations must be filed within one week of the last day of final examinations (December, May, or August), together with a medical certificate that includes a statement that the candidate was examined at the time of the illness, or other evidence to support the petition. Such petitions are to be submitted to the Faculty Secretary, and will be taken to the Committee on Standing only in the event that the student has failed the course(s) in question.

If the ability of a student to complete a course or the programme is affected by illness or domestic problems, a petition may be made through the Faculty Secretary for consideration by the Committee on Standing. If there are adequate grounds for the petition, the status of the work done by the student will be determined as well as the steps, if any, that must be taken in order to complete the course or programme. Such petitions must be filed before the last day of the final examinations (December, May or August) together with a medical certificate that includes a statement that the candidate was examined at the time of the illness, or other evidence to support the petition.

17 Regulations Concerning Unsatisfactory Work

(a) Students who fail to achieve standing in any year of the Programme and who desire to re-enrol must petition the Faculty for permission. Permission to re-enrol in any calendar year will be determined by previous academic performance and places available.

(b) Normally the Faculty Council will not grant re-admission or further registration in the Faculty to any student who on two occasions fails to secure the right to advance to a higher year in the Faculty.

(c) Faculty Council may suspend a student from registration in the Faculty for a given period of time not exceeding two years and/or until the satisfaction of other conditions as it may see fit. Upon satisfying the conditions of the suspension, the student shall be eligible for consideration to reregister in the Faculty.

(d) A student who does not write final examinations or who withdraws from the full-time programme after February 14 (except for medical or similar reasons, for which proof must be submitted) will be regarded for the purposes of these regulations as having failed to obtain standing for the year.

(e) Probationary Status

A full-time student shall be on academic probation for a period of up to 16 months who

- i) has an average of less than 60% in any academic year; or
- ii) has failed to achieve standing in 1.5 courses in any academic year.

A part-time student shall be on academic probation for a period of up to 16 months who

- i) has a cumulative average of less than 60% on the first set of 5.5 courses or any subsequent set of 5.5 courses
- ii) fails 1.5 of the first set of 5.5 courses or any subsequent set of 5.5 courses.

Probation will begin the day the grades are reviewed by the Committee on Standing. It must be cleared within 16 months of that date.

Clearing Probation

Requirements for the lifting of probation are:

- 1) successful completion of all courses taken during the probationary period;
- 2) clearance of any previously failed courses;
- 3) achievement of an average of 60% or better in the probationary period.

Students who fail to clear probation in the probationary period, or whose marks would invoke probation a second time in their undergraduate programme will have their registration cancelled.

(f) Unsafe Performance

Unsafe performance is the display by a student in caring for a patient of (i) a lack of knowledge, skill or judgment, or (ii) disregard for the welfare of the patient, of a nature or to an extent which indicates that the student is unfit to continue in a course or courses or to continue as a student in the Faculty.

Procedures for Withdrawing a Student for Unsafe Performance

- (1) The clinical instructor will identify unsafe performance, notify the student in writing, and discuss it with the student.
- (2) The instructor will inform the lead teacher and the undergraduate chair immediately.
- (3) A meeting of the student, clinical instructor, and the undergraduate chair will be held as soon as possible.
- (4) An evaluation from a second clinical instructor experienced in the same clinical area who is mutually agreed upon by all 3 people will be sought. If mutual agreement cannot be reached, the Dean will appoint a consulting instructor.
- (5) The undergraduate chair, the primary instructor and the consulting instructor will decide whether the student will be withdrawn immediately or allowed to continue in the course.
- (6) If withdrawn, the undergraduate chair will report the withdrawal to the next meeting of the Committee on Standing for approval.

18 Structures and Procedures for Academic Appeal

- (a) An academic appeal is an appeal by a student
 - (i) against a decision as to the student's success or failure in meeting an academic standard or other requirement,
 - (ii) as to the applicability to the student's case of any academic regulation.
- (b) Structures
 - (i) The Academic Appeals Committee of the Council of the Faculty of Nursing has been established as the formal structure within the

Faculty for the hearing of appeals. Within the Faculty, final decision on an appeal rests with this Committee which reports to Faculty Council for information.

(ii) A further right of appeals is to the Academic Appeals Board of the Governing Council.

(c) Procedures

- (i) In the event that a student feels that there is a cause for appeal and is considering a formal appeal, he/she should first arrange an interview with the Chair of the Undergraduate Programme.
- (ii) If a formal appeal is to be launched, the student must consult the Faculty Secretary about the preparation and submission of the appeal.
- (iii) Time Limit - An appeal to the Faculty of Nursing Academic Appeals Committee must be submitted no later than six months after the decision from which the appeal is being taken has been communicated in writing to the appellant. An appeal to the Academic Appeals Board of Governing Council shall, except in exceptional circumstances, be commenced by filing a notice of appeal with the Secretary of the Board. Notice may be filed no later than ninety days after the decision from which the appeal is being taken has been communicated in writing to the appellant.
- (iv) The written notice of appeal must state the nature and grounds of the appeal. It is expected that a copy of any document(s) that will be used in support of the appeal will accompany the form.
- (v) The appellant has the right to appear before the Academic Appeals Committee in person, with or without counsel or other adviser. If the appellant intends to be represented by counsel, this must be communicated to the Chair of the Academic Appeals Committee on the notice of appeal.
- (vi) Receipt of the appeal will be acknowledged by the Chair of the Academic Appeals Committee in a form letter sent by registered mail or other receipted delivery.
- (vii) The Chair of the Academic Appeals Committee, along with the Faculty Secretary, will then set a date and time for the appeal to be heard. The appellant will be notified of

the date, time and place of the meeting by registered mail or other receipted delivery.

(d) General Format for the Conduct of the Academic Appeals Committee Meetings

(i) On entry to the Academic Appeals Committee Meeting, the appellant and/or counsel are informed that the members of the Committee have read but not discussed the appeal and related material.

(ii) Both parties and/or their counsel have the right to call and examine/cross-examine witnesses and present their arguments and submissions, including any new information. The parties are requested however to only highlight, and not repeat points already made in the submitted materials.

(iii) The Committee members may then wish to raise questions to the appellant about the evidence presented.

(iv) If the appellant has had a petition refused by another committee in the Faculty of Nursing that is relevant to the appeal, the chair of that committee will be asked to present the reasons for refusal. If it not possible to attend in person that chair will be asked to provide a written statement summarizing the reasons for the refusal of the petition.

(v) If the appeal concerns a faculty member, that person will be invited to attend the hearing to respond to the appeal. A written statement from the instructor may be elected as an alternative.

(vi) The appellant will be ensured the opportunity to make a final statement.

(vii) After both parties have completed their arguments and the members of the Academic Appeals Committee have completed the questioning of the parties, the student, his/her counsel, and any other person who has taken part in this hearing shall withdraw and the Academic Appeals Committee shall proceed to consider and determine their decision on the appeal.

(viii) The decision of the Academic Appeals Committee will be determined by a majority show of hands.,

(ix) The decision of the Academic Appeals Committee will be sent by registered mail or other receipted delivery within four working days following the meeting at which the decision is made.

(x) When communicating the decision to the appellant, the Academic Appeals Committee will give a concise but complete statement of reasons for the decision.

19 Code of Behaviour on Academic Matters

The Governing Council of the University of Toronto has approved a Code of Behaviour regarding academic discipline applying to students and members of the teaching staff of the University. The full text of the code is available from the Office of the Faculty Secretary. The Code is enforced by the University Disciplinary Tribunal.

Academic Offences

In order to protect the integrity of the teaching, learning and evaluation processes of the University, it shall be an offence for any member knowingly,

(a) to use or possess unauthorized aid or obtain unauthorized assistance in, or to impersonate another person at any academic examination or term test or in connection with any other form of academic work;

(b) to represent as one's own idea or expression of and idea or work of another in any academic examination or term test or in connection with any other form of academic work, to commit plagiarism;

(c) to submit for credit, without the knowledge and approval of the member to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course or programme of study in the University or elsewhere;

(d) to submit for credit any academic work containing a purported statement of fact or reference to a source which has been concocted;

(e) to forge or in any other way alter or falsify any academic record, or to utter or make use of any such forged, altered or falsified record;

(f) to remove or copy or alter stored information such as books, film, data files or programs from a library, computer or other information storage, processing or retrieval system or its peripheral communications devices without proper authorization; or to mutilate, misplace, misfile, install or render inoperable any such information, program, system or devices or in any other way to deprive immediately or at some point in the future

without authorization another member or members from using or having access to any such resource;

(g) to use in a substantial way any information storage, processor or retrieval facility such as a library, computer, telephone, network or telecommunications system, or facsimile or photocopying equipment or similar equipment for any other purpose than that for which privileges for use or access have been granted;

(h) to access any University computer, library or other information storage, processing or retrieval system or any personal academic file without proper authorization;

(i) to cause by action, threat or otherwise in a classroom, laboratory or examination room a disturbance, which the member knows or ought reasonably to know, obstructs the teaching of a course or the holding of a test or examination.

Sanctions

a. One or more of the following sanctions may be imposed by the Dean where a student or former students admits to the commission of an offence:

(i) censure;

(ii) assignment of a grade of zero or a failure for the piece of academic work in respect of which the offence was committed;

(iii) assignment of a penalty in the form of a reduction of the final grade in respect of which the offence was committed;

(iv) denial of privileges to use any facility of the University, including library and computer facilities;

(v) assignment of a grade of zero or a failure for the course in respect of which the offence was committed;

(vi) suspension from attendance in a course or courses, a programme, an academic division or unit, or the University for a period of not more than twelve months;

(vii) a monetary fine to cover the costs of replacing damaged property or misused supplies in respect of which the offence was committed.

b. One or more of the following sanctions may be imposed by the Tribunal upon conviction of any students or former student of any offences;

(i) the sanctions enumerated in clause 1 above;

(ii) suspension from attendance in a course or courses, a programme, an academic unit or division, or the University for such a period of time up to five years as may be determined by the Tribunal;

(iii) assignment of a grade of zero or a failure for any completed course or courses in which any offence was committed or in any course or courses which have not been completed at the time the offence was committed;

(iv) recommendation of expulsion from the University;

(v) recommendation for revocation of one or more degrees, diplomas and certificates obtained by any graduate or cancellation of academic standing of academic credits obtained by any former student.

3. The Provost shall, from time to time, indicate appropriate sanctions for certain offences. This list shall be sent for information to the Academic Affairs Committee.

20 Access to Student Academic Records

The following is an implementation of the Policy on Access to Student Academic Records approved by the Governing Council of the University of Toronto, the full text of which is available from the Admissions Officer and the Graduate Student Affairs Secretary, Faculty of Nursing.

In keeping with the policy, the student academic record shall contain:

(a) Registration and enrolment information; fees forms;

(b) Results for each course and academic period;

(c) Narrative evaluations of a student's academic performance, used to judge his/her progress through an academic programme;

(d) Basis for a student's admission such as the application for admission and supporting documents;

(e) Results of any petitions and appeals filed by a student;

(f) Medical information relevant to a student's academic performance which has been furnished at the request or with the consent of the student concerned;

(g) Letters of reference which may or may not have been provided on the understanding that they shall be maintained in confidence;

(h) Personal information which is required in the administration of academic records such as name, address, telephone number, citizenship, social insurance number.

Students wishing to examine their academic records may:

- (a) apply in writing to the Admissions Officer/Graduate Students Affairs Secretary;
- (b) receive an appointment with the Admissions Officer/Graduate Students Affairs Secretary within two weeks of the application;
- (c) examine, in the presence of the Admissions Officer/Graduate Student Affairs Secretary or designates, the content of their academic record, with the exception of those portions of the record which comprise letters of reference which have been provided on the understanding that they shall be maintained in confidence. During such examination, the records shall remain in the Offices of the Admissions Officer/Graduate Student Affairs Secretary and no documents shall be removed.
- (d) a copy of any document will be provided upon the student's request.

21 Academic Sanctions for Students Who Have Outstanding University Obligations

The following academic sanctions will be imposed on students who have outstanding recognized University obligations:

- (a) statements of results or official transcripts of record, or both, will not be issued;
- (b) the University will not release either the official document (normally called diploma) which declares the degree, diploma, or certificate earned, nor provide oral confirmation or written certification of degree status to external enquirers;
- (c) registration will be refused to a continuing or returning student.

The following are recognized University obligations:

tuition fees; academic and other incidental fees; residence fees and other residence charges; library fines; loans made by colleges, faculties or the University; Health Service accounts; Bookstore accounts; unreturned or damaged instruments, materials and equipment.

In accordance with the University of Toronto Policy on Academic Matters, all students registered in the Faculty of Nursing who have an

outstanding obligation, will be subject to academic sanctions. Payments made by continuing or returning students shall be applied first to outstanding University debts, and then to current fees.

21 Conditions for Academic Standing

A revised curriculum is currently being developed. At this time, the projected date of inception for this curriculum is September 1992. Any students entering the programme prior to the inception of the new curriculum will be expected to complete the requirements as outlined in this Calendar and, similarly, to meet the Requirements for Credit and Standing presented on pps. 21 and 22.

A revised curriculum is also being developed for graduates of diploma schools of nursing. For further information, please contact the Undergraduate Chair.



(a) Grade Scale and Definitions

In evaluating written work and clinical performance, grades will be assigned with reference to the following scale, meaning and definition:

Refined Letter Grade Scale	Numerical Scale of Grades	Meaning	Definition
A+ A A-	90-100% 85-89% 80-84%	Excellent	Extensive knowledge base; strong evidence of original thinking; capacity to critically analyze and synthesize; consistent ability to make decisions based on theory and critical evaluation.
B+ B B-	77-79% 73-76% 70-72%	Good	Sound knowledge base; original thinking; some critical capacity and analytic ability; ability to make decisions based on theory; ability to evaluate critically.
C+ C C-	67-69% 63-66% 60-62%	Adequate	Satisfactory knowledge base; some ability to analyze unfamiliar problems, make decisions, and evaluate critically.
D+ D D-	57-59% 53-56% 50-52%	Marginal	Unsatisfactory knowledge base; problem-solving limited to routine application of rules and/or based on inaccurate observation; errors of judgment in decision-making or limited ability to make decisions independently and limited ability to evaluate critically.
E	35-49%	Inadequate	Weak knowledge base; poor ability in problem-solving, decision-making and evaluation.
F	0-34%	Wholly Inadequate	Wholly inadequate; little evidence of even a superficial knowledge base; lacking in ability to problem-solve, make decisions and evaluate.

Designators: assigned to students instead of regular grades.

- XMP: Exemption granted on the basis of credit for work done elsewhere. It carries credit for the course but is not considered for averaging purposes.
- SDF: Standing deferred on the basis of incomplete course work because of medical or similar reasons (granted by petition or on the basis of an instructor's recommendation).
- WDR: Withdrawn without academic penalty (granted upon approval of a student's petition for late withdrawal without academic penalty).

Note: The following notations may also appear on a student's record:

- C: course taken for credit towards the degree
- X: extra course, not for degree credit

(b) Requirements for Credit and Standing

Note: Two half courses are considered equivalent to one full course.

(i) To receive credit in NUR courses, the aggregate of the term and examination marks or, in those courses meeting the criteria for exemption from a final examination, the aggregate of all term work must equal a letter grade of C- or better.*

(ii) To receive credit in courses other than NUR courses, a candidate must obtain D- or better as the final grade in the course.

(iii) All prescribed term work shall be completed by the dates specified or a penalty may be imposed. Students will be so notified at the beginning of the year.

***To receive credit in NUR courses, a grade of C- or better is required. NUR 305F is exempt from this regulation; a candidate must obtain a grade of D- or better to receive credit in this course.**

(iv) In clinical courses having more than one section (NUR 202Y, NUR 302Y and NUR 402Y), marks received in the fall and spring term rotations will receive equal weighting in the derivation of the final grade for the course.

(v) A student whose performance in any clinical course is unsafe, or whose attendance in any NUR course is deemed unsatisfactory, may be required to withdraw from a course, or may have his/her registration in the cancelled at any time by the Committee on Standing.

For this purpose, unsafe performance is the display by a student in caring for a patient of (1) a lack of knowledge, skill or judgment, or (2) disregard for the welfare of the patient, of a nature or to an extent which indicates that the student is unfit to continue in a course or courses or to continue as a student in the Faculty (see p. 16, #17(f)).

(vi) To qualify for standing in the year, a full-time student must obtain credit in all or all but one and one-half of the courses of the year. The exception to this is that a student cannot carry any failure in a nursing theory or clinical course into the next year. Standing in each year will be determined when all course requirements of the year are fulfilled.

(vii) A part-time student must obtain standing on the initial attempt in at least 4 of the first 5.5 courses. If a student fails more than 1.5 of the first 5.5 courses or any subsequent set of 5.5 courses on the initial attempt, he or she must apply for re-admission to the programme.

(viii) Normally, a student who has failed to attain standing and who is repeating the year must repeat all prescribed work in each failed course.

(ix) A full-time student shall be on academic probation for a period of up to 16 months who (a) has an average of less than 60% in any academic year; or (b) has failed to achieve standing in 1.5 courses in any academic year. Consult page 15, #17(e) for more information.

(x) Each clinical course must be carried through successfully. Supplemental examinations are not offered in clinical courses.

If students fail a NUR-course and (1) are not extended supplemental privileges, or (2) are extended supplemental privileges of which they do not avail themselves, or (3) fail the supplemental examination, it will be necessary to repeat the course before being allowed to register in the next higher year.*

(xi) In order to register in the next higher year, a student must have successfully completed all NUR courses of the year*, but may carry a condition in one non-NUR course into the next higher year.

(xii) Normally candidates in the Undergraduate Programme must have received credit in all courses of Year I before registering in Year III, including their elective requirements for that year, and in all courses of Year II before registering in Year IV.

*Not applicable in NUR 205H, 305F, 301Y, and NUR 306S.

Note: Consult page 15, #17 for further information concerning regulations on unsatisfactory work.

(xiii) Normally students may take elective courses in the second or third year in the summer preceding the year in which the course is required. The summer course(s) will

be considered part of the following year's programme. The grade(s) obtained in the summer course(s) will not influence the average of the following winter session but will enter into the determination of the student's standing for that year.

Occasionally students are granted permission to take elective courses in the summer session to complete outstanding requirements of the previous winter session. In such cases, the summer course will be considered part of the previous year's programme, and will enter into the determination of the student's standing for that year.

(c) The Annual Examinations

(i) The annual examinations are held in April and May. Final examinations in the first term are held in December. All students are expected to be available until the end of the scheduled examination periods. Students who make personal commitments during the examination periods do so at their own risk; no special consideration will be given and no special arrangements made in the event of conflicts in such circumstances.

(ii) Access to copies of the previous final examination papers is contingent upon the approval of the course instructor. The Student Council is responsible for the distribution of these examinations.

(iii) Within three months of the issue of final results, students may be allowed on request to review their final examination papers in any NUR-course in the presence of the instructor of that course. Examination papers may not be removed from the Faculty. Arrangements must be made with the Faculty Secretary.

If, upon inspection of this, a student wishes to have the examination paper re-read, a petition should be submitted to the Faculty Secretary for a fee of \$12, outlining the student's reasons in detail. This must be done within three months of the issue of final results. Such a petition will be granted only when it contains specific instances of disagreement with the existing grading and an indication of the academic grounds for such disagreement. If the mark is changed as a result of this petition, the \$12 fee for the petition will be refunded.

Students should note that when a course is failed, the examination must be re-read before the marks are reported, and instructors may not subsequently re-read any final examination except on the authority of a petition. Students must accept the fact that a re-reading may lead to a lowering of the mark, to a raising of the mark, or to no change.

(d) Supplemental Examinations

(i) Subject to the exceptions below, supplemental privileges may be offered at the discretion of the Committee on Standing to full-time and part time students as follows:

1. full-time students who have obtained standing in all but one and one-half courses in the year's work, have successfully completed the term in the failed course(s), and whose overall average in the academic year is 65% or better;
2. part-time students who have failed a course but have successfully completed the term work of the course.

In reaching its decision, the Committee will take into consideration the student's overall academic record in the programme.

(I) No supplemental privileges are offered in Arts & Science courses.

(II) No supplemental privileges are offered in nursing clinical courses.

(III) In Year IV, supplemental privileges may be offered at the discretion of the Committee on Standing to students who have obtained standing in all but one full course.

Note: A student who fails to obtain standing in one course and subsequently passes the supplemental examination in that course is nonetheless considered to have once failed to obtain standing.

(ii) If a student has failed a course in which supplemental privileges are not offered, it shall be the responsibility of the student either to repeat the course or to select a suitable substitute approved by an appropriate advisor.

(iii) Candidates for supplemental examinations scheduled in August must notify the Faculty Secretary within two weeks of the examination sitting if they do not wish to write one or

more of the examinations for which they registered; otherwise the fee will be forfeited.

For dates of supplemental examinations, see Academic Calendar pps 4 & 5.

22 Grading Regulations

(a) The Committee on Standing is responsible for implementing the University Grading Practices Policy, and for formulating, implementing, and administering Faculty regulations relating to the Grading Practices Policy. Regulations specific to the Faculty have been approved by Faculty Council.

(b) As early as possible in each course, and no later than the last day to enrol in the course, the methods by which student performance will be evaluated and the relative weight for different assessments will be made available in written form to the class.

(c) Normally, student performance in a course will be assessed on more than one occasion. No one essay, test, examination, etc. should have a value of more than 80% of the grade. Exemptions to this regulation may be granted by Faculty Council on the basis of criteria developed by the Committee on Standing. In such circumstances, a formal discussion of student progress and appropriate written commentary must be made available to the student at the midpoint of the course.

(d) After the methods of evaluation and their relative weights have been made known, they may not be changed without the consent of a simple majority of the students enrolled in the course.

(e) All course grades submitted will be reviewed by the Committee on Standing before being released to students. The Committee may request clarification of the evaluation methods used and of anomalous grade distributions, or may require that grades as submitted be reconsidered. No grades are final or shall be released to students as official until the divisional review procedure has been carried out.

(f) A final examination worth at least one-third of the final grade will be employed in all courses. Exemptions from this regulation may be granted by Faculty Council on the basis of criteria developed by the Committee on Standing.

(g) Commentary, appropriate in the instructor's judgement, on assessed term work, and time for discussion of it, will be made available to students.

(h) Grades, as an expression of the instructor's best judgment of each student's overall performance in a course, will not be determined by any system of quotas.

(i) Failing papers will be re-read automatically.

(j) Self-evaluation will not constitute any part of a grade in a course.

(k) Group-evaluation, where used, will not constitute more than 25% of the final grade, and will not be used without the consent of each member of the group.

22 Averaging and Status

Averaging

There are two sessions (summer and winter) in each calendar year. An average is calculated, and status is assessed, following each session.

The average is the weighted sum of the percentage grades in all credit courses taken, divided by the number of credit courses taken. A half course carries half the weight of a full course. In Year IV, NUR 402Y carries the weight of two full courses.

Courses noted "SDF", "XMP", or "Credit" are not included in the average, nor are transfer credits, courses taken on letter of permission, or courses designated as "extra". The computation of the average will be delayed if "SDF" has been granted in any credit course.

Status

The following status designations may be assigned in the instances described:

a) In Good Standing: (1) a student who has successfully completed all credit courses taken in a session with an overall average of 60% or more; (2) a student who has passed a supplemental examination in a given course when the supplemental examination is the student's only remaining condition.

b) Registration Cancelled: (1) a student who twice fails to advance to the next higher year; (2) a student who fails to clear probation; (3) a student whose marks would invoke probation a second time in the undergraduate programme.

c) Failed Year - Registration Cancelled: a student who fails more than 1.5 courses during a year.

d) On Probation: (1) a student who has an average of less than 60% in any academic year; or (2) a student who has failed to achieve standing in 1.5 courses in any academic year. See page 15, #17(e).

e) Conditioned - May Proceed: (1) a student who has failed one non-NUR course; (2) a student who has supplemental privileges in any course and who had not been placed on probation.

f) Conditioned - May Not Proceed to the Next Higher Year: a student who has not been placed on probation and who has failed a maximum of one NUR course (exception NUR 205H 301Y, 305F, and 306S) and is required to successfully repeat the course before proceeding to the next higher year.

g) Suspended: see page 15, #17(c).

23 Graduation

A student shall be eligible to receive a Bachelor of Science in Nursing degree when all requirements of the programme have been satisfactorily met.



The Faculty of Nursing sponsors the Lambda Pi Chapter of Sigma Theta Tau, an international nursing honor society. The purposes of this organization are to recognize academic excellence in nursing, to encourage research in nursing and to provide opportunity for communication between practitioners in the nursing community and those pursuing scholarly and educational interests.

Membership is open to undergraduate students who stand in the top one third of their class in Year III or Year IV; to graduate students who have completed one half of the required courses at a level significantly higher than that required for graduation. Membership in this organization endorses the quality of your achievement to date, and in itself provides a respected reference.

Enquiries about membership in Sigma Theta Tau are encouraged, and should be directed to the Chair of the Eligibility Committee, Lambda Pi Chapter of Sigma Theta Tau, in care of the Faculty.

The goal of baccalaureate nursing education is to foster development and growth towards leadership, leadership being here defined as the initiative and the ability to influence others through direction, guidance or example, so that the health care of individuals, families, and communities is improved or a high quality is maintained.

In order that the graduate can assume a leadership role, certain competencies are considered critical. Paramount among these is the ability to go beyond the application of principles in familiar situations to higher order problem-solving, in which a unique combination of concepts and principles is applied to the solution of unfamiliar problems. This ability must be accompanied by a capacity for decision-making as demonstrated by wise choices in uncertain situations which contain many alternatives. The above qualities must be underscored by a spirit of inquiry and comprehensive knowledge of a scientific and humanistic nature which provides the basis for excellence in the professional practice of nursing.

Integral to the competence of the graduates is respect for the dignity and worth of Man, and a concept of the professional person which includes a commitment to professional ethics and life-long learning as evaluation of and accountability for one's own practice.

Approved by Faculty Council
June 15, 1976
Revised and Approved by Faculty Council
January 15, 1985

Undergraduate Programme

The nursing courses consist of a central core of nursing knowledge which is tested and applied in assisting individuals, families and groups to achieve health. Opportunities are provided for students to systematically assess individuals and families to determine nursing needs, to extend other nursing competencies and to assume increasing leadership in providing nursing care. Students have opportunities to collaborate with other members of the health team in the delivery of health care, to develop skill in critical thinking, in independent professional judgement and in understanding the significance of research to nursing. The programme covers a four-year period; study in the humanities and sciences is associated with nursing through the programme. The programme is approved by the Accreditation committee of the Ontario Region, Canadian Association of University Schools of Nursing. The student is prepared for registration under the Health Disciplines Act of the Province of Ontario and to receive the degree Bachelor of Science in Nursing (BScN)

Year I

NUR 100Y	Nursing***
NUR 102Y	Nursing Practice***
NUR 103B	Nursing Practice***
ANA 121Y	Anatomy
JCB 160Y	Chemistry and Biochemistry
MPL 100Y	Medical Microbiology
NFS 286S	Introductory Nutritional Sciences
Humanities or open elective*	
Social Science elective**	

Year II

NUR 200Y	Nursing
NUR 202Y	Nursing Practice
NUR 205H	Health Assessment
PAT 204H	Introduction to Pathology
PSL 226Y	Physiology
Humanities or open elective*	
Social Science elective**	

Year III

NUR 300Y	Nursing
NUR 301Y	Community Health and Epidemiology
NUR 302Y	Nursing Practice
NUR 303B	Nursing Practice
NUR 305F	Statistics

NUR 306S	Research
Humanities or open elective*	
Social Science elective**	

Year IV

NUR 400Y	Professionalism and Nursing Issues
NUR 401F	Nursing Theory
NUR 402Y	Nursing Practice
NUR 403Y	Advanced Nursing
NUR 405S	Nursing Ethics
NUR 406B	Optional Clinical Elective

*** The Faculty of Nursing is currently studying a redesign of the fourth year of the undergraduate programme into a 12 month combined work-study programme. In such a programme students would derive income. Incoming students should be alert to the possibility that this might be the required pattern when they are in Year IV.**

*** Students are required to complete two humanities electives and one additional (open) elective of their own choosing.**

**** The Social Science elective is to be a 3-year sequence. Social Science includes Anthropology, Economics, Geography, Political Science, Psychology and Sociology.**

***** NUR 100A and NUR 104B are equivalent summer offerings for these three courses. Consult Nursing Courses, page 28.**

Students in Year III are required to select their electives from a 200 or higher series course. Descriptions of these subjects are found in the Faculty of Arts and Science Calendar.

Explanation of Course Suffixes

Y =	full-course given throughout the session (with exception of NUR 402Y) has credit value of 1.0
B =	full course given in a concentrated block of time (credit value of 1.0)
F =	half-course given in first term (credit value of 0.5)
S =	half-course given in second term (credit value of 0.5)
H =	half-course given over the first and second terms (credit value of 0.5)

COURSE DESCRIPTIONS

ANA 121Y*

Basic Human Anatomy. Basic principles in human gross anatomy with clinical applications, neuroanatomy, histology, and embryology. Two hour lecture and one hour tutorial per week.

JCB 160Y*

Part I. Principles of Chemistry. Knowledge of chemistry at the Grade XIII/OAC level is assumed. The course begins with a rapid review of atomic and molecular structure, bonding, and intermolecular structure, followed by consideration of properties of solutions (emphasizing acids, bases and buffers). Structures and reactions of organic compounds are presented as a basis for further study of biologically important molecules and metabolic processes. Areas related to health science are emphasized. Three hours per week.

Part II. Biochemistry. The second part of the course has been designed to emphasize the relation between structures and function in living systems. This includes a study of the chemistry and metabolism of the proteins, nucleic acids, carbohydrates, lipids and other compounds that are found in the living cell. Where possible, the biochemical basis of human disease will be discussed. Three hours per week.

MPL 100Y

Medical Microbiology. This lecture course is intended to serve as an introduction to the study of infectious diseases commonly encountered in nursing practice and to the general principles governing the prevention and control of such diseases. The lectures will be supplemented by a small number of laboratory demonstrations. Two hours per week. (Offered by the Department of Microbiology, Faculty of Medicine.)

NIS 286S*

Introductory Nutritional Sciences. A study of nutrients and their requirements with an emphasis on their role in the maintenance of normal physiological function. The role of diet in the cause and prevention of certain major metabolic diseases will be covered. Two hours per week.

Pre- or co-requisites: JCB 160Y
(Offered by the Department of Nutritional Sciences, Faculty of Medicine.)

PAT 204II*

Introduction to Pathology. Provides an understanding of the causes, mechanisms, processes, natural history and effects of disease as a basis for the clinical practice of medicine. This course examines clinically-relevant topics in depth and presents the corresponding clinical-pathologic correlation. It familiarizes students with Pathology as a medical sub-specialty. One hour per week, both terms.

PSL 226Y*

Physiology. An elementary lecture and laboratory course in human physiology including a discussion of blood, muscle, nervous system, circulation, kidney function, respiration, digestion, endocrine glands, and reproductive system. Three hours of lecture per week, eight three-hour labs during the year. Prerequisites: JCB 160Y

Nursing Courses

The Undergraduate Programme is developed around a core of nursing knowledge that is applied and tested in a variety of clinical settings. The clinical experience is provided concurrently during the academic year as well as in stated concentration periods. There is increasing opportunity for the student to develop skill in assessing patient, family and community needs, and planning, implementing and evaluating nursing care to meet these identified health needs. Content on teaching, group dynamics, research and professional development are integral components of the core theory and of application in the clinical experience.

NUR 100Y**

An introduction to the theory and practice of nursing based on the concept that nursing is a process in which the focus is Man and the goal is Health. The concepts of health and illness potential are explored in relation to the life process and life style of the individual, family and community. Areas related to working with the health care system are also covered. Three hours per week.

NUR 102Y**

Problem solving, interpersonal, assessment and psychomotor skills are developed through contacts with individuals of varying ages in the community

and practice in the nursing laboratory. Two hours per week.

NUR 103B**

The application and testing of knowledge and skills in a period of continuous practice in a hospital setting. This experience presents the student with the challenge of applying the nursing process in caring for selected individuals. Must be taken at the end of the session in which NUR 100Y and NUR 102Y are completed. Three weeks. Pre-requisites: NUR 100Y, 102Y.

NUR 100A

The content of this course is equivalent to NUR 100Y and NUR 102Y and is offered to special students during the summer session. In determining the average for the session, NUR 100A will have the weight of two full courses.

NUR 104B

This course is equivalent to NUR 103B and is offered to special students during the summer session.

NUR 200Y*

Mid level theories and concepts from a variety of disciplines form the basis of the course content and serve to illustrate the value of using theory to guide nursing practice. The course focuses on individuals experiencing alterations in health status. Three hours per week. Pre-requisites: NUR 100Y, 102Y, 103B.

NUR 202Y**

The application and testing of theory through practice in various hospital settings focusing on the caring of individuals experiencing alterations in health status. Must be taken concurrently with NUR 200Y. Nine hours per week. Pre-requisites: NUR 100Y, 102Y, 103B.

NUR 205H*

Health Assessment. This course is designed to increase the student's ability to assess the health status of an individual. The course focuses on the normal variations expected through the lifespan with discussion of common abnormalities encountered in practice. Equivalent of one hour per week. Pre-requisites: NUR 100Y, 102Y, 103B.

NUR 300Y

This course focuses on nursing of families in health and illness. It is organized around five themes: nurse theorists and theorizing about nursing; attachment within the interpersonal context; human suffering; health and the lived body; and the institutional environment. Theories from a variety of disciplines are utilized throughout the course to reflect nursing's substantive base and to integrate the liberal arts with professional nursing. Equivalent of three hours per week. Pre-requisites: NUR 200Y, NUR 202Y.

NUR 301Y

Community Health and Epidemiology (formerly CHL 1488Y). The study of major community health problems with a focus on the nursing role within the health care delivery system. Emphasis is placed on the prevention and control of these problems through an epidemiological approach and on health promotion for individuals, groups, and the community. Two hours per week.

NUR 302Y

The application and testing of theory through practice in hospital and community settings focusing on the comprehensive care of individuals of various ages and their families. Must be taken concurrently with NUR 300Y. Ten hours per week. Pre-requisites: NUR 200Y, 202Y.

NUR 303B

The experience is designed for consolidation and synthesis of theory and practice. The three-week block of practice provides opportunities for working in complex and ambiguous situations, collaboration with the health team, and development of leadership potential. Must be taken at the end of the session in which NUR 300Y and NUR 302Y are completed. Pre-requisites: NUR 300Y, 302Y.

NUR 305F

Statistics. An introduction to statistical reasoning and to selected descriptive, parametric and non-parametric statistical procedures commonly used in nursing research. Data from studies of nursing problems will serve to illustrate principles and provide a basis for students to practise data analysis. The use of Minitab in data analysis is also introduced. Two hours lecture, one hour computer laboratory, per week.

NUR 306S

Nursing Research. An examination of the research process, selected nursing research studies, qualitative and quantitative methodologies used and the utilization of research findings in nursing practice. Two hours per week.

NUR 400Y

Professionalism and Nursing Issues. A study of professionalism and issues in nursing related to the development of nursing as a profession. The effects of the changing socio-economic environment and the political process on health care provision are also considered as they affect the development of nursing. Two hours per week. Prerequisites: NUR 300Y, 302Y, 303B.

NUR 401F

Organizational Systems and Nursing Care Delivery Patterns. An examination of the co-ordination of nursing care delivery patterns within organizational systems. Implications for utilizing nursing personnel to give care at the unit level will be included, along with methods of negotiation and conflict resolution involving nursing and other health team members. Effects of symbolism, including metaphors, rituals and ideologies will be considered throughout. Two hours per week. Prerequisites: NUR 300Y, 302Y, 303B.

NUR 402Y

The application and testing of theory through periods of continuous practice in acute care and community agencies. This experience gives the student an opportunity to develop further the critical competencies expected of the baccalaureate nurse, including depth of nursing knowledge and synthesis of knowledge from a variety of disciplines with nursing practice. The student practises with increasing independence, consulting with faculty and agency staff as appropriate to provide high quality care and to further his or her own growth. Three days per week. In determining the average for the year, NUR 402Y will have the weight of two full courses. Prerequisites: NUR 300Y, 302Y, 303B.

NUR 403Y

Advanced Nursing. A critical analysis of the relationship between major health problems and the health status of individuals, families, and community. Two hours per week. Prerequisites:

NUR 300Y, NUR 302Y, NUR 303B.

NUR 405S

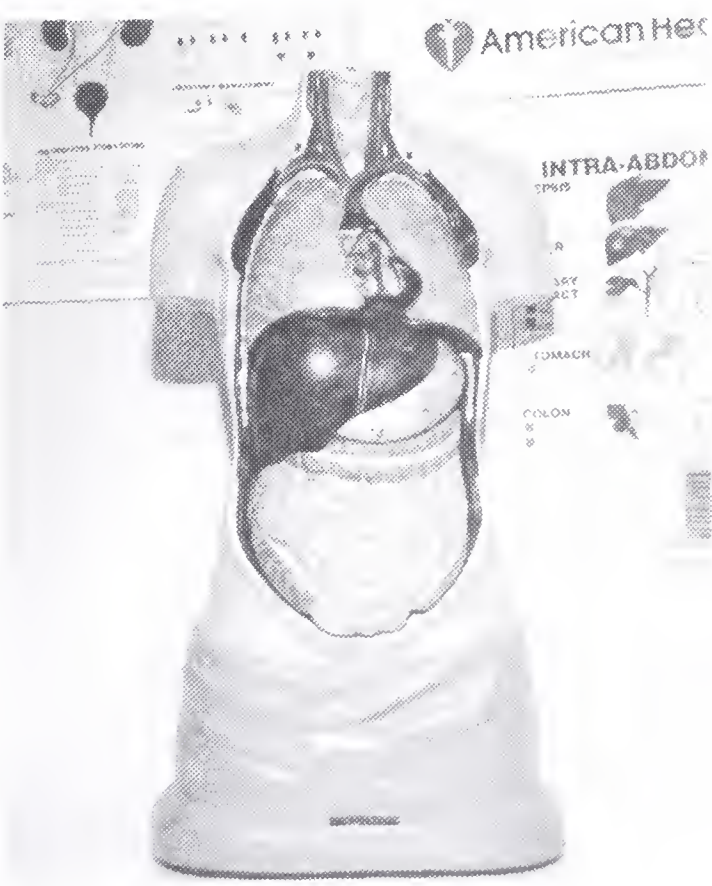
Ethical Issues in Nursing Practice. The purpose of this course in bio-ethics is to develop the facility to integrate ethical decision-making into nursing practice. To provide a foundation for ethical decision-making, fundamental ethical theories, values and concepts are studied. Then, the process of ethical decision-making is examined and developed by means of studying a number of clinical cases. There is opportunity for students to discuss specific ethical issues in their clinical practice. Two hours per week. Prerequisites: NUR 300Y, 302Y, 303B.

NUR 406B

This is an optional elective course which provides opportunity for an independent enrichment experience of continuous clinical practice in a setting of the student's choice. Minimum length is three weeks of five days per week. Prerequisite: NUR 402Y.

*** Students who are graduates of a diploma nursing programme will have the opportunity to write challenge examinations in these courses.**

**** Students who are graduates of a diploma nursing programme are automatically granted credit for these courses.**



Fees and Other Expenses

Students enrolling in this Faculty must pay at least the first instalment of fees on or before the opening date of the session before they can be registered.

Each session students are required to pay tuition fees as established by the Governing Council and set out in the Schedule of Fees. Tuition fees normally consist of two parts: academic fees (including instruction and library) and incidental fees (including Hart House, Health Service, athletics and student organizations.)

Method of Payment

In no case can a student be registered without showing the receipt for paid fees or OSAP deferral. Students may pay by mail, in person, or at any branch of the banks listed in the Fees Information Booklet. Students who are eligible to register are mailed a Fees Invoice by their Faculty. This Fees invoice must be submitted with the appropriate payment according to the instructions in the Fees Information Booklet. If paid by mail, fees payment should be mailed early and must reach the Fees Department at least one week prior to student's registration day.

Payment must be made by money order or certified cheque in Canadian funds payable to 'The University of Toronto'. Cash is accepted only when payment is made in person at the Fees Department, 215 Huron Street.

Payment Deadlines (for the Winter Session)

Fees are due prior to registration and may be paid in full, or a minimum payment consisting of 60% of academic fees and 100% of incidental fees may be made as indicated in the Fees Information Booklet. All accounts must be paid in full by January 15th. In order to avoid delays and long queues, students are advised to pay their fees early.

Service Charges

Beginning September 15th all outstanding balances, regardless of the source of payment, are subject to a service charge of 1-1/2%, according to the instructions in the Fees Information Booklet.

Fees for Foreign Students

In accordance with the recommendations of the Government of Ontario, certain categories of students who are neither Canadian citizens nor landed immigrants are charged academic fees of approximately \$10,300 per session. Refer to the Fees Information Booklet for details.

Sanctions for Non-Payment of Fees

Students who have not paid their accounts in full may not receive official statements of results, transcripts or diplomas and may not reregister at the University until these accounts are paid in full.

Late Registration Fee

Any student who registers after the late date for normal registration in his own faculty or school is required to pay a late registration fee of \$41, plus \$5 for each additional day.

Receipts for Income Tax

Tuition and Education Credit Certificates for income tax purposes are available in February. It is the responsibility of the student to advise the Admissions Officer of any change or new allocation of a social insurance number. If this information is not received, tuition fee certificates may be invalid for income tax deduction. There will be a \$3 charge for the preparation of duplicate tax receipts.

Fees are subject to change at any time by approval of the Governing Council.

At the time of printing, fees are expected to rise.

Fees for Undergraduate Programme** (1990W)

Academic fee	\$1640.00
*Incidental Fee	\$260.75
Total Fee (if paid in one instalment)	\$1900.75
First instalment due on or before Opening Day	\$1245.00
Second instalment due Jan. 15	\$655.75***

Fees for Part-time Students**

For a course in any one subject for the 1990W session

Academic Fee (per full course)	\$328.00
*Incidental Fee (payable once per session)	\$59.75
Total	\$387.75

- *Collected with first instalment of fees payment.
- ** Canadian citizens, permanent residents, exempt foreign students
- ***plus service charge

The Academic Fee includes the following fees:
Library, Laboratory Supply, Annual Examination and Certificate or Degree.

The Incidental Fee includes the following fees:
Students' Administrative Council, Athletic, Health Service, Undergraduate Association, Hart House, and the Varsity.

Special Fees

1	PSL 226Y lab fee (subject to change)	\$8.00*
2	Supplemental examination fee	\$29.00
	Additional outside centre fee	\$11.00
3	Advanced Standing Examination Fee (per sitting)	\$55.00
4	Late Registration Fee: for each additional day:	\$41.00 \$5.00
6	Certified copy of student's record: each additional copy:	\$6.00 \$3.00
7	Duplicate Tax Receipts	\$3.00
8	Petition for examination re-read:	\$12.00
9	Photocopied materials for Nursing courses	
	Full-time Students	\$10.00
	Part-time Students	\$2.50/course
10	Equipment for Clinical Learning Lab	
	Year I Students	\$15.00**
	Year II Students	\$30.00**

- * Collected with first instalment of fees payment.
- ** Collected at Registration.

Uniforms

Students will provide their uniforms for hospital experience. In addition the student will need a pair of white oxfords and two white laboratory coats. Details and advice are available during Year I. The costs of these items is approximately \$250.



Graduate Programme

General Information

The Faculty of Nursing has offered a graduate programme leading to the degree MScN since 1970. This programme focuses on clinical specialization and requires a thesis. The programme underwent a major restructuring in 1989 and the degree designation beginning in 1991 will be MSc. A programme leading to a Master of Nursing (MN) degree which will not require a thesis, is in the planning phase. A PhD programme in nursing has been developed and is awaiting provincial approval.

The MSc programme is designed to provide students with opportunities to develop expertise in a specialized area of clinical or administrative nursing practice and a beginning ability to design and undertake research. A major component of the programme is the conduct of a thesis under the supervision of a faculty member. During the second term of second year, students select a practice setting and an expert practitioner for clinical guidance. During this practice, students are expected to extend their clinical skills, integrate research that is relevant to that practice field and exercise programme development skills.

The proposed MN programme complements the MSc but focuses on the development of practice and programme development skills rather than research skills. Research is included but the emphasis is on the appraisal of research findings and their selective application in practice.

The PhD programme will concentrate on preparing nurse scientists for academic and other research careers. Students will select one of three areas of concentration:

1. Nursing science of healthy individuals, families and communities;
2. Nursing science of individuals and families with acute and chronic illnesses;
3. Nursing administration.

One required, two major and two minor courses and the completion of a dissertation form the major components of the programme.

While it is not possible to predict the beginning dates for these new programmes, potential

students should contact the graduate department for advice regarding probable beginning dates and their eligibility for admission.

MSc Degree Programme

This programme is designed to enable students to meet the following objectives:

1. To develop in-depth knowledge in a specialized field of clinical nursing practice or nursing administration which will provide a foundation for study at the doctoral level or for professional practice at an advanced level;
2. To develop research skills sufficient to conduct a study and to engage in systematic evaluation of research and scholarly works;
3. To contribute to innovations in health care and health services through collaboration with other professionals and consumers;
4. To influence nursing as a profession through the exercise of leadership.

Careers of Graduates

The purpose of the MSc programme is to prepare advanced practitioners in clinical nursing or nursing administration with beginning competence in research. Many of the graduates are engaged in careers in health care as clinical nurse specialists or in administrative positions. Other graduates are in university positions which encompass teaching and research or creative professional work.

Admission

A candidate must hold the BScN of the University of Toronto or an equivalent degree. Candidates for the degree of Master of Science are accepted under the general regulations of the School of Graduate Studies. Candidates must have obtained a mid-B standing in the final year of undergraduate study and, in addition, must have obtained at least B standing in the next-to-final year. It is expected that the student will have obtained good academic standing in non-nursing as well as nursing courses. Candidates are requested

to submit two letters of reference and a statement of goals.

The applicant should have successfully completed an introductory course in statistics. If this is not possible prior to admission, the programme of the first year, with the permission of the Graduate Department of Nursing Science, may be planned to include such a course.

Deadline for application is February 1.

Programme and Degree Requirements

To qualify for the degree a candidate shall successfully complete a programme of study approved by the Graduate Department of Nursing Science. The programme must include a thesis to be based upon an approved research problem.

Candidates may complete the programme of studies for the degree in a minimum of two academic sessions of full-time study.

A limited number of students may enter the programme on a part-time basis. Candidates interested in part-time study should consult with the Graduate Department of Nursing Science and submit their requests for part-time study at the time of application.

All requirements for the degree must be completed satisfactorily within four calendar years from the date of the student's first enrolment in the programme leading to the degree of Master of Science.

Grading Practices

Students should consult the School of Graduate Studies Calendar for information on grade scales and grading procedures. All assignments submitted for evaluation must be typed.

Applications

For application forms and further information, write to the Secretary, School of Graduate Studies, University of Toronto, Toronto, Ontario M5S 1A1. A personal interview is encouraged and will be arranged upon request to the Graduate Secretary, Faculty of Nursing, University of Toronto, 50 St. George Street, Toronto, Ontario M5S 1A1.

Fees for Graduate Students

Students should consult the "Fees" section in the School of Graduate Studies Calendar.

Access to Graduate Student Academic Records

Students should consult page 18 of this Calendar regarding the policy and procedures for access to graduate student records.

Departmental Appeals Procedure

"Should a dispute over an academic matter relating to a grade not be resolved through the recommended channel of discussions with the instructor and the Department Chair, the student may make an appeal to the departmental appeals committee. Should the dispute not be settled at the departmental level, the matter should be referred to the Associate Dean of the Division, and if it is not solved the student may make a formal appeal to the Applications and Memorials Committee of the School of Graduate Studies." (See "General Regulations," School of Graduate Studies Calendar.)

Appeals Committee in the Department of Nursing, School of Graduate Studies.

Prior to appealing to the Appeals Committee, it is expected that the graduate student will discuss the problem with the instructor. If unsatisfied, the student proceeds to the departmental chair. If the student is still not satisfied, an appeal may be made to the Appeals Committee, Graduate Department of Nursing.

An academic appeal is an appeal by a graduate student:

- (1) against a decision as to success or failure in meeting an academic standard or other requirement.
- (2) as to the applicability of any academic regulation to his or her case.

Procedures:

- (1) Appeals should be commenced by a written notice to the Chair of the Appeals Committee stating the nature and grounds of the appeal, accompanied by copies of any documents in support of the appeal.
- (2) Receipt of the appeal will be acknowledged by the Chair of the Appeals Committee in a form letter sent

- by registered mail or other receipted delivery.
- (3) Appeals must be submitted within three months of the date of official notification of the decision to which the appeal relates.
- (4) The Committee will hold a meeting as soon as possible following receipt of the appeal. The applicant will be notified of the date, time, and place of the meeting by registered mail or other receipted delivery.
- (5) If a conflict of interest is perceived in the membership of the Committee, by either the Committee members or the appellant, such conflict shall be resolved by the appointment of a substitute member for this appeal, by the Department Chair.
- (6) The student has the right to appear before the Appeals Committee in person, with or without counsel or other advisor. If the student intends to be represented by counsel, this must be communicated to the Chair of the Appeals Committee prior to the meeting of the Committee.
- (7) The student also has the right to call evidence and present argument in person or by counsel.
- (8) The Appeals Committee Chair shall vote only in the case of a tie.
- (9) The Committee will consist of three members of the Graduate Department of Nursing Science, two Nursing faculty from those listed in the School of Graduate Studies Calendar, and one student elected by the graduate students. One of the graduate faculty members will chair the committee.
- (10) A quorum will consist of the entire Committee.

Programme

Courses of Instruction

Alphabetic Character Following Course Number

- Y - a full course
- H - a half course
- F - a half course offered in the first term
- S - a half course offered in the second term
- L - a suffix used to identify a course in which, for valid academic reasons, it is

necessary to extend the work of the course into the term following the academic session/term in which the course is offered.

A Required Courses

1	NUR1017F	Theoretical Developments in Nursing
2	NUR1020F	Conceptualization and Design of Nursing Research
3	NUR1070Y	Integration of Theory/Research in Practice
4	THS9999Y	Thesis

B Elective Courses for Area of Concentration

Normally three half courses will be selected from the following list to constitute a candidate's area of concentration.

NUR1003H	Individuals with Long Term Psychological Disorders
NUR1019H	Perinatal Physiological Adaptations
NUR1033H	Advanced Psychiatric Nursing Theory
NUR1034H	Programme Planning and Evaluation in Nursing
NUR1041H	Contemporary Family Theories: Implications for Nursing Research and Practice
NUR1043H	Theories of Interpersonal Process
NUR1050H	Coping With Illness
NUR1051H	Assessment and Management of Common Responses To Illness
NUR1052H	Perinatal Nursing Science
NUR1053H	Assessment of Older Persons and Families
NUR1054H	Working with Cognitively Impaired Elders: Theory and Research Considerations
NUR1055H	Health Promotion and Disease Prevention in Nursing Practice
NUR1060H	Management of Nursing Services

NUR1061H	Patient Information Systems/Workload Measurement
NUR1063H	Assessment and Management of Complex Responses to Illness
NUR1064H	Behaviour in Health Care Organizations

Open Electives*

A minimum of two half course (one full course) electives are required. These may be selected from the following list of courses offered in the Graduate Department of Nursing Science, or in another graduate department. Students are encouraged to take at least one of their half courses in a graduate department other than Nursing.

NUR1013H	Transcultural Nursing: Concepts for Practice
NUR1016H	Social and Political Issues in Health Care
NUR1018H	Semiotics and Health
NUR1062H	Perspectives on Policy and Planning of Health Services for the Elderly: Implications for Healthy Aging

Note: It is possible for students with a MSc degree to pursue doctoral studies through the Institute of Medical Science.

* Course offerings will depend on the number of requests.

COURSE DESCRIPTIONS

Required Courses

NUR1017F
Theoretical Developments in Nursing. The purpose of this seminar course is to study and discuss theoretical developments in nursing through careful description, analysis, comparison and critique of specific nursing theories, and other theories as they have been used in nursing. An overview of the nature of theory and critique, and of the relationship among philosophy, theory and science is presented as a basis for the evaluation of theoretical developments in nursing. The significance and influence, and the problem of

theory for the practice of nursing is explored and is an emphasis of the course.

NUR1020F
Conceptualization and Design of Nursing Research. This course focuses on the early phases of development of a research proposal. Key content areas covered include the underlying assumptions in the inductive-naturalist and deductive-empiricist research paradigms; definition/conceptualization of a research problem from a nursing perspective; examination of the current state of knowledge in the area; and an overview of common nursing research designs. The expectation is that by the end of the course, the student will have begun the development of a proposal which could ultimately become her/his MSc thesis.

NUR1070Y
This course includes a concentrated period of practice and student/faculty seminars aimed at examining complex nursing practice or administrative issues and problems. Prerequisites: 1) completion of all course work, and 2) approval of proposal by the Thesis Committee.

TIIS9999Y
Thesis. A research problem, related to the student's area of concentration, is identified and used as the basis for designing and conducting a study, the report of which is the thesis. The research for the student thesis will normally be part of a faculty research project.

Elective Courses

NUR1003H
Individual With Long Term Psychological Disorder. The purpose of this course is to examine the theory and inter-related concepts from nursing and other disciplines with particular emphasis on the individual with a long term psychological disorder.

NUR1019H
Perinatal Physiological Adaptations. Implications of altered physiological functioning during pregnancy, fetal and neonatal life for perinatal nursing practice and examination of the research basis for selected nursing management strategies will be the focus of seminars. Concepts and principles from perinatal physiology, perinatal endocrinology, and perinatal pharmacology as they

relate to the maternal/fetal/neonatal unit will be explored and analyzed.

NUR1033H

Advanced Psychiatric Nursing Theory.

Traditionally psychiatric nursing has employed psychodynamic principles as the theoretical basis for practice. However, within the last two decades psychiatric nursing has been influenced by numerous forces, including deinstitutionalization, the remedicalization of psychiatry and consumerism. The consequences of these dramatic shifts within psychiatry will be examined and the current state of psychiatric nursing practice will be critically analyzed. The validity of the psychodynamic model for psychiatric nursing practice will receive particular attention. Historical origins and theoretical components of the psychodynamic model will be examined; emphasis will be placed on the centrality of these theoretical perspectives to other relevant concepts such as, control, self efficacy, meaning of illness and social support. Research studies will be critiqued and consideration will be given to futuristic models of psychiatric nursing practice.

NUR1034II

Programme Planning and Evaluation in Nursing.

This course will focus on the aspects of nursing and its practice concerned with programme planning and evaluation for groups, aggregates, and communities. There will be an emphasis on programme planning and evaluation related to disease prevention and health promotion. Students will have the opportunity to analyze current knowledge, theory, models, and research findings for their relevance to programme planning and evaluation. The impact of consumer involvement, and political and social forces on programme development and evaluation will be included.

NUR1041II

Contemporary Family Theories: Implications for Nursing Research and Practice. Students will review and critique the theoretical perspectives about "the family" that have influenced nursing practice, research and theory development.

Traditional perspectives (e.g. structural-functional, developmental and systems) and newer, evolving perspectives (e.g. feminist, post-structural and critical) will be examined. The central tenets and underlying assumption will be critiqued in terms of

their implications for nursing research, nursing practice and health care policy developments.

NUR1043II

Theories of Interpersonal Process. This course will examine some of the major theoretical constructs influencing the course of the interpersonal process. Object relations theory will be used to ground the interpersonal process. Particular attention will be paid to the constructs of transference and countertransference described in the psychoanalytic literature. The facilitative conditions of empathy, warmth, and positive regard, posited by Carl Rogers, will be examined. Finally the interpersonal process will be located within the situational determinants that define the context of the process.

NUR1050II

Coping With Illness. This course will critically examine theoretical and research literature regarding how people cope with acute and chronic illness. Although a number of theories of coping will be examined, the work of Lazarus and his associates will provide the framework for examining the various factors which affect coping. The topics which will be explored in-depth are those which have particular relevance for nurses who are caring for patients and families who are coping with an illness including such topics as social support, uncertainty, self-esteem, control. Research which examines how these factors influence coping will form the basis for examining nursing interventions. Factors which influence a person's ability to cope with acute events, such as surgery or threatening procedures, and chronic situations such as a chronic illness will be explored.

NUR1051II

Assessment and Management of Common Responses To Illness. The course will critically examine current research findings regarding the efficacy of specific nursing interventions for managing commonly encountered responses to illness. The relevance of the findings for clinical nursing practice will be discussed. Included topics will be the stress response, pain, fatigue, nausea, dyspnea, and impaired sleep.

NUR1052II

Perinatal Nursing Science. Within a theoretical framework of person-environment interaction, this

course involves a critique of salient theories, research studies, and sociopolitical forces relevant to perinatal nursing. Studies examined in each segment of the course will include those concerning the "normal" and "high-risk" woman and her fetus/newborn.

NUR1053H

Assessment of Older Persons And Families. This course will review and critique theoretical and research developments in the field of aging for their relevance to nursing assessment and caregiving of older persons and families. Applications of the critical findings will be explored through the study of specific phenomena using the following methods: examination of relevant literature and its significance for nursing assessment; development of assessment methods; comparison of assessment findings with the literature; selection and evaluation of approaches for caregiving; and the determination of future directions for knowledge building. The specific contribution of nursing to the interdisciplinary care of patients will be discussed. Field studies across a variety of settings will be required.

NUR1054H

Working with Cognitively Impaired Elders: Theory and Research Considerations. This course will examine the research in the area of cognitive impairment (specifically Alzheimer's disease and related disorders, and delirium) and evaluate its relevance for nursing practice. Nursing approaches to caring for individuals with cognitive impairment will be determined and evaluated. Areas for further nursing research will be identified. The principle of enhancing ability will be pursued. The organization of care of cognitively impaired older persons in institutions (acute and long-term care) and in the community will be critiqued and alternatives speculated upon.

NUR1055H

Health Promotion And Disease Prevention In Nursing Practice. The focus of this course will be on the aspects of nursing and its practice concerned with health promotion and disease prevention. The course will critically analyze current knowledge, theory and research in the area of health, health promotion and disease prevention to determine their relevance for nursing practice. Strategies and techniques based on current theories and research findings will be examined in terms of their relevance and effectiveness in

promoting health and preventing disease. The impact of personal behaviour, the environment, and social policy on health, health promotion and disease prevention will be critically examined.

NUR1060H

Management of Nursing Services. This course will critically analyze the elements of nursing administration through integration of systems theory, nursing theory and management theory. The course will highlight nursing administration issues and through analysis of leadership styles, decision-making theory and change theory examine new and creative ways for nursing administrators to influence the practice setting.

NUR1061H

Patient Information Systems/Workload Measurement. The purpose of this course is to analyze the development and use of patient information systems in the management of nursing and health care services. The primary focus of this course will be to examine the scientific basis of these systems in light of the use and misuse of these systems.

NUR1063H

Assessment and Management of Complex Responses to Illness. The course will critically examine current research findings regarding the efficacy of specific nursing interventions for managing some of the complex responses to illness. The relevance of the findings for clinical nursing practice will be discussed. Among topics included will be ischemia, edema, and altered wound healing, blood clotting and immunocompetence. For each topic current knowledge regarding its pathophysiological basis will provide the basis for critically examining current methods of assessment and intervention. The adequacy of various methods of assessment will be critically examined as well as their suitability for use with patients of different ages and different medical conditions. The research basis for various nursing interventions will be critically examined and directions for future research explored.

NUR1064H

Behaviour in Health Care Organizations. Three basic skills of the administrator are conceptual, technical and human relations (Katz, 1955). The purpose of this course is to focus on and apply selected theories to strengthen the human relations

skills of the student. It is a companion course to NUR 1060H (Management of Nursing Services). Group process theories of Luft, Tuckman and Jensen; Herzberg's motivation-hygiene theory and Vroom's expectancy theory of motivation; the Thomas and Killman conflict model and Styles' collaborative model will be examined in the context of individual and group relationships in nursing and health care, and the impact on organizational effectiveness.

NUR1013H

Transcultural Nursing: Concepts for Practice. This course will explore theoretical concepts related to culture, health and illness and apply them to nursing practice in a multicultural society. Seminars will focus upon similarities and differences in health values, beliefs and practices between various ethnic groups as well as comparing these groups to the dominant society. The influence of culture and ethnicity upon health practices throughout the life cycle will be studied. Emphasis in the course will be upon issues and problems relevant to nursing practice, education and research. A small field study involving a family from another ethnocultural group is required.

NUR1016H

Social and Political Issues in Health Care. This course will identify and critically examine current issues affecting the health care system. The structure of the current system, policy initiatives as well as relevant legislation will be examined. The role of the nurse, other providers and the public in influencing the system will be addressed.

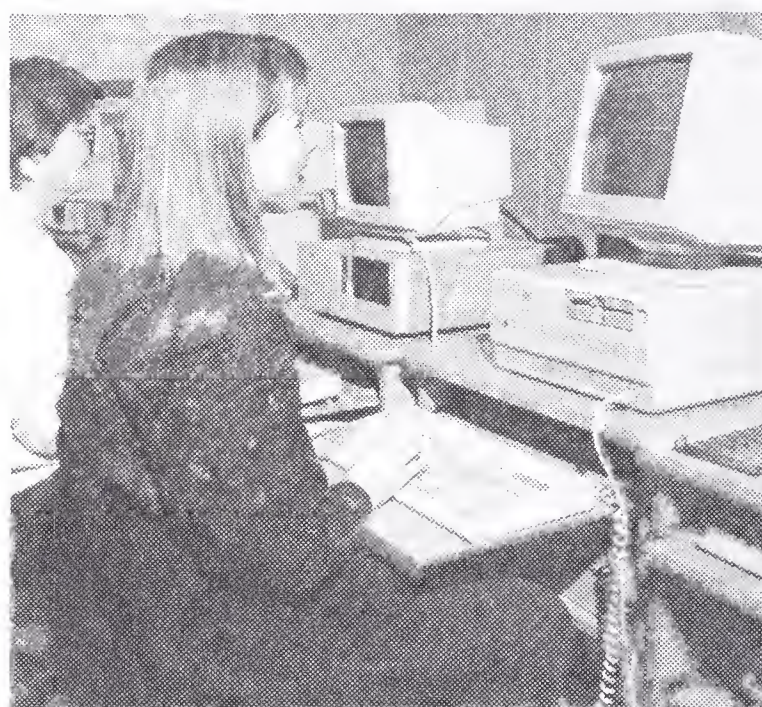
NUR1018H

Semiotics and Health. Major works in structural and semiotic studies will be drawn on to illuminate four fundamental arts in nursing: interpretation, translation, reconstruction of meaning, and symbolic action. Readings will include selections from C.S. Peirce, F. deSaussure, C. Levi-Strauss, N. Frye, J. Lacan and V. Turner. Key concepts will be the sign, myth and ritual. The underlying thesis of the course is that caring in nursing is attending to meaning.

NUR1062H

Perspectives on Policy and Planning of Health Service for the Elderly: Implications for Healthy Aging. The purpose of this course is to critically examine health policy and planning from a macro-

and meso- perspective and its implications for health services for the elderly. Current policy and planning strategies are placed within the context of societal changes: its values and priorities. The viewpoints of health authorities, health care providers and consumers i.e. the elderly are examined within a framework of cause-consequences by using evaluation models such as the Health Planning Process (Blum, 1981) and the Managerial Process for National Health Development (WHO, 1981). Emphasis is placed on analysis and synthesis of culture-specific trends and developments in policy and planning.



Scholarships and Financial Assistance

Ontario Student Assistance Program

The Ontario Student Assistance Program (OSAP) is available to students who are Canadian citizens or permanent residents to assist them in meeting their educational costs. OSAP includes both non-repayable grant and loan assistance. OSAP loans are interest-free until six months after the student has graduated or ceased to be a full-time student. Information concerning the eligibility and assessment criteria may be obtained from the Office of Student Awards, University of Toronto. Application forms are available from the Faculty Secretary of the Faculty of Nursing, Rm. 229 and from the Office of Student Awards.

Students from other Canadian provinces should apply through their provincial financial aid authority. The Office of Student Awards can provide addresses and, in many cases, application forms.

The Office of Student Awards also co-ordinates the Ontario Work/Study Plan which assists needy students by providing on-campus part-time employment. Work/Study positions, which are designed to offer valuable academic or career experience as well as financial aid, are normally limited to students who have completed their first year.

Part-time Students

Part-time students may also qualify for OSAP assistance. However, the following programmes may be of greater benefit in certain situations.

The Federal Government has established a loan programme for part-time students taking less than 60% courseload. Unlike OSAP loans, part-time Canada Student Loans are repayable beginning 30 days after the loan is negotiated. Further information and application forms may be obtained from the Faculty Secretary or from the Office of Student Awards.

The Ontario Special Bursary Plan provides assistance to part-time students in serious financial need. Bursaries cover direct educational costs such as tuition, books, and transportation. Students wishing to apply should contact the Office of Student Awards.

ADMISSION SCHOLARSHIPS

Undergraduate Programme

The University of Toronto seeks to recognize the most outstanding first-year admission applicants by awarding University Open Admission Scholarships. These scholarships may be held in any program of study at the University for a total of four years, provided 'A' standing is maintained. The value of these scholarships is at least \$2,000 per year, but may vary. Approximately the top 120 students entering the University can expect to receive Open Scholarships.

The University offers National Book Awards to Canadian secondary schools. The school selects its most outstanding graduating year student to receive a Book Award. The student is then eligible for consideration for a University of Toronto National Admission Scholarship. Five National Scholarships are awarded to students across Canada. The scholarships have a value of \$5,000 per year for four years, and include free residence for the first year.

Ontario secondary school students should contact their high school guidance offices for scholarship applications and information. All other students should write to the Office of Student Awards, University of Toronto.

The following scholarships and bursaries are tenable only in the Undergraduate Programme of the Faculty of Nursing:

Manuel and Anne Belle Pusitz Admission Scholarships.

From interest on the bequest of Dr. Manuel E. Pusitz. Awarded to two students entering Year I of the Undergraduate Programme for outstanding academic performance in the Ontario Secondary School courses prescribed for admission to the Faculty. Value: approximately \$1000 each.

Kathleen Russell Admission Scholarship

Bequest of Miss Elsie Watt, awarded to a student entering Year I of the Undergraduate Programme for outstanding academic performance in the Ontario Secondary School courses prescribed for admission to the Faculty. Value: \$1800.

**Barbara Cody Admission Scholarship,
M. Jean Wilson Admission Scholarship**
From the Governing Council of the University of Toronto. Awarded to two students entering Year I directly from secondary school who have obtained a Grade XIII (or equivalent) average of at least 85%. Value of each award: \$1,000

Alumni Association Scholarship for Registered Nurses
The Faculty of Nursing Alumni Association offers an admission scholarship to a graduate of a diploma nursing programme who has been offered admission to the undergraduate programme as a full-time student. Selection is based on leadership potential as well as involvement in activities and organizations related to nursing. Applications are available from the Faculty Secretary, Faculty of Nursing. Value of award: \$1,000.

IN-COURSE AWARDS AND LOANS

Undergraduate Programme

1. Faculty of Nursing Incourse Scholarships

(a) In order to compete for the following four in-course scholarships, a student must carry a regular course programme load, as described on page 19, during the winter session:

Florence Emory Prize
From interest on the bequest of Athol L. Cherry. Awarded for excellent academic performance in Year III. Value: \$100.

Alice Girard Prize
Awarded in the final year to a registered nurse. Consideration will be given to both academic performance and demonstrated ability in the nursing field. Value: approx. \$150.

Nora J. Greenslade Prize
Awarded to a student with outstanding achievement in the final year who has demonstrated the pursuit of excellence in both academic and clinical areas. Value: approx. \$50.

Kathleen Russell Scholarship
Bequest of Miss Elsie Watt. Awarded for excellent academic performance in Year I and Year III. Value each: approx. \$900.

(b) Both regular and irregular programme students may compete for the following scholarships. To be eligible for consideration, irregular programme students must carry a minimum course load as follows, during the winter session:

Year I	6.5
Year II	5.0
Year III	5.0

Bloorview Childrens Hospital Foundation Undergraduate Award
Awarded to a student in the final year of the Bachelor of Science in Nursing Programme who has an interest in working with physically disabled children/young people in long-term care in Canada. Completed applications must be submitted to the Faculty Secretary, Faculty of Nursing, by mid-April of the applicant's third year. Value: \$800

Manuel and Anne Belle Pusitz Incourse Scholarships
From interest on the bequest of Dr. Manuel E. Pusitz. Although the value of this scholarship varies from one year to the next, in 1990, 10 awards were given, each with a value of \$660: three to Year I, four to Year II, and three to Year III students.

Edwin Chau Memorial Scholarship
From a donation from the estate of the late Edwin Chau, at the request of his daughter, Dr. Grace Bradley. This scholarship is awarded to a student in the graduating year who is committed to the care of patients of any age who are suffering from a debilitating chronic illness. Applications must be submitted by mid-February of Year IV to the Faculty Secretary. Value: Approximately \$400.

Queen Elizabeth II Toronto Sesquicentennial Scholarship in Public Health Nursing
Established by the City of Toronto Council to commemorate the 1984 visit of Her Majesty Queen Elizabeth II to Toronto. Awarded to the Year IV student deemed most likely to contribute to Public Health Nursing and most deserving of such assistance. Candidates must rank in the upper half of their Year III class and have carried a minimum credit course load of 5.0 during the winter session. Preference will be given to

candidates who are proficient in a language besides English and whose intent is to work with multicultural families. Value: \$5,000.

Completed applications must be submitted to the Faculty Secretary, Faculty of Nursing, by the end of June. Students are advised to obtain the application forms by mid-March of Year III.

2. Other Incourse Awards

Frances Jeckell Crozier Award

Presented to a member of the graduating class who, in the opinion of Faculty members and peers, combines a rich blend of scholastic competence, involvement in the activities of Faculty and a concern for people.

The Jacqueline Fenwick Bursary Fund

This fund provides financial assistance to students demonstrating financial need, registered in the B.Sc.N. program. Apply through the Faculty Secretary, Faculty of Nursing.

Ada Flaxman Loan Fund

Bequest of Dr. Claire Clausen in memory of his wife, Ada Flaxman, a graduate of the Toronto General Hospital School of Nursing. Loans are available to students in all years of the Undergraduate Programme who demonstrate financial need. Apply through the Secretary, Faculty of Nursing.

Kellogg Loan Fund

Short-term loans are available to students in the two final years of the Undergraduate Programme who demonstrate financial need. Apply through the Faculty Secretary, Faculty of Nursing.

Faculty of Nursing Alumni Bursaries

Available to students demonstrating financial need, registered in the Faculty of Nursing in a full-time programme. Application may be made at any time through the Faculty Secretary, Faculty of Nursing.

James H. Rattray Memorial Bursaries

Awarded in second and higher years on the basis of financial need. Application may be made at any time through the Faculty Secretary, Faculty of Nursing. Value: \$200.

University Incourse Bursaries

Bursaries ranging in value from \$200 to \$700 are awarded on the basis of need to students who encounter financial difficulties during the school year. Application forms are available from the Faculty Secretary, Faculty of Nursing.

***University of Toronto Alumni Loan Fund**

An emergency loan fund available to full-time undergraduate students in their second and subsequent years, and to graduate students. Apply to Alumni House, 21 King's College Circle, Toronto, Ontario M5S 1A1.

Johnson and Johnson Nursing Leadership Award

Awarded annually to a graduating member of the Canadian University Nursing Students Association who has made an outstanding contribution to the advancement of the nursing profession. Selection will be made on the basis of leadership qualities and dedication to nursing shown by the candidate while he/she is a member of CUNSA.

Applications are available through the CUNSA delegate, and must be submitted to the CUNSA vice-president by early November of Year IV. Value: \$1,000.

FOR REGISTERED NURSES ONLY

Joint Scholarship Programme for Registered Nurses

The Faculty of Nursing, University of Toronto and a number of its affiliated clinical agencies are offering joint scholarships to Registered Nurses interested in pursuing a Bachelor of Science in Nursing. Scholarships, to cover the cost of tuition, will be available to those nominated by the nursing departments or administration at their place of employment. Candidates must satisfy the academic requirements necessary for admission to the Faculty of Nursing, University of Toronto.

The number of scholarships is limited but once granted, the award will cover tuition costs for the entire degree. Students entering the programme will be responsible for the initial application fee and all incidental fees.

Application forms are available from the nursing departments of the participating agencies. Clinical agencies are responsible for nomination of the candidates and submitting their decision in writing to the Admissions Officer, Faculty of Nursing.

Alumni Association Scholarship for Registered Nurses (see Admission Scholarships, p. 39)

***Canadian Nurses Foundation Awards**

The CNF study awards are valued between \$1,000 and \$6,000. Awards are made for all levels of post graduate education and are available to registered nurses who are member of the Canadian Nurses Foundation and Canadian Nurses Association, and who are students in a baccalaureate programme in Nursing or a Masters or Doctoral degree program. Book awards are also available. Awards are based on excellence, and consideration will be given to: intellectual ability, proficiency in nursing, involvement in professional and community associations, potential for distinguished achievement in nursing, professional career plans and potential for success in the programme selected. Application forms are available after November 1, and must be postmarked by April 15. There is a non-refundable \$40 application fee.

Small Research Grants, up to \$2,500 are also available as "seed money" for pilot studies, evaluation projects and facilitation grants. The competition commences January 1 and ends July 31 of each year.

For further information, write: Administrator, Canadian Nurses Foundation, 50 The Driveway, Ottawa, Ontario K2P 1E2.

Dorothy M. Percy Scholarship

Awarded to an experienced registered nurse showing leadership potential and planning to enter the service field. Deadline for applications is set for late February or early March of each year. Value: \$700 - \$1000.

Registered Nurses Association of Ontario (RNAO) Foundation

(Available to RNAO members) Several fellowships and awards are available for Baccalaureate, Master's and Doctoral studies. Applications need to be submitted by March 1 each year. The recipients of the awards will be announced at the RNAO Annual Meeting each year. For further information and applications contact the Executive Secretary at RNAO, 33 Price Street, Toronto, Ontario M4W 1Z2 (416)923-3523 or toll free 1-800-268-7199.

***Florence J. Potts/Anne Blair Shuttleworth Bursaries**

Awarded to a registered nurse, with a minimum of one year's nursing experience, for full-time university study at the undergraduate or Master's level. Preference will be given to members of H.S.C. Nursing Alumnae Association. Where there are no Alumnae applicants, consideration will be given to applicants currently on staff at H.S.C. Apply to the Alumnae Association, School of Nursing, The Hospital for Sick Children, c/o Mrs. Elizabeth Walker, 89 Elizabeth Street South, Brampton, L6R 1R3. Deadline for application is May 1.

***The Royal Victoria Hospital School of Nursing Alumnae Association Bursary, The Jean Allison Memorial Bursary, The Marion Copp Memorial Bursary**

Available to graduates of the Royal Victoria Hospital School of Nursing, accepted in an approved university programme. Apply before March 31 to: Alumnae Office, Room H455, 687 Pine Avenue W., Royal Victoria Hospital, Montreal, Quebec H3A 1A1. Value: \$1,500 each.

RNAO Permanent Education Fund

This special programme provides assistance to registered nurses who want to further their education at or beyond the baccalaureate (degree) level, full-time only. Contact: Administrative Assistant, Member Programs Dept., RNAO, 33 Price Street, Toronto, Ontario, M4W 1Z2. Phone: 923-3523 or toll free, 1-800-268-7199. Value: up to \$2,000

Saint Elizabeth Visiting Nurses' Association of Ontario Bursaries

Saint Elizabeth Visiting Nurses' Association Bursaries are awarded to registered nurses entering the final year of the B.Sc.N. programme. Employment commitment. Apply to the Director of Nursing Service, 10 Gateway Boulevard, Suite 650, Don Mills, Ontario. M3C 3A1.

Sunnybrook Volunteer Association Bursary

Bursaries are available for study in nursing programmes. Open to nursing staff at Sunnybrook Medical Centre. The applicant must demonstrate clinical/leadership potential and plan to spend one year on staff at Sunnybrook Medical Centre for each year a bursary is received. Bursaries are donated by the Sunnybrook Medical Centre

Volunteer Association, the W.P. Scott Foundation and SMC's participation in U of T Joint Bursary Program. Applications are available from the Department of Nursing Staff Education, Sunnybrook Medical Centre, Toronto, M4N 3M5.

***Bursaries and loans marked with an asterisk are also available to graduate students. For further information on awards or fellowships available to graduate study, please consult the School of Graduate Studies Calendar.**

***St. John Ambulance Bursaries**

Bursaries from the St. John Ambulance (Margaret MacLaren Memorial Fund) will be awarded, for full-time study in Canada, to student nurse applicants entering diploma programmes or advancing their nursing education in Baccalaureate programmes. Bursaries from this fund may also be awarded to experienced Registered Nurses for study at the Master's level in the field of Community Nursing or equivalent. Preference will be given to qualified applicants who are volunteers with St. John Ambulance. Application forms should be obtained by the individual applicants by writing to the Provincial Council of St. John Ambulance in their province of residence. Requests for these forms must be made after January 1st of each year. Completed application forms should be returned to the appropriate Provincial Council of St. John Ambulance not later than March 1st of each year.

Victorian Order of Nurses for Canada Awards

Awards of up to \$3,500 may be awarded to registered nurses enrolled at a Canadian university in the final year of a basic or post-basic degree program related to a health service(s) or an administrative occupation. Negotiated position with VON required to qualify. For information, write to Susan Biggs, Director, Human Resources, V.O.N. for Canada, 5 Blackburn Avenue, Ottawa, Ontario K1N 8A2.

White Sister Apparel Inc. Jules Stucken/RNAO Scholarship in Baccalaureate Nursing

This program is available to an RNAO member studying at the Baccalaureate level and is awarded at the RNAO Annual Meeting. The amount of the Scholarship is \$2000. For details contact: Administrative Assistant, Member Programs Dept., RNAO, 33 Price Street, Toronto, Ontario,

M4W 1Z2. Phone 923-3523 or toll free 1-800-268-7199.

Graduate Programme

Bloorview Childrens Hospital Foundation

Graduate Award An annual award of \$1500 is offered to a student who: (1) is entering the second year of the Master of Science programme, and (2) has a clinical interest in physically disabled children and young people and in long term care in Canada. This interest must be reflected in the research undertaken for the student's thesis. Applications must be submitted by March 31 to the Chairman of the Awards Committee, Graduate Department of Nursing.

Heart and Stroke Foundation of Canada Nursing Research Fellowship

For nurses undertaking research in the cardiovascular or cerebrovascular fields leading to a Master's or Doctoral degree. Applications should be made to 160 George Street, Suite 200, Ottawa, Ontario K1N 9M2. (613) 237-4361 or Fax (613) 234-3278.

Canadian Nurses' Respiratory Society Fellowships and Research Grants

For Master's or post-Master's study in the clinical specialty of respiratory nursing in an approved program. Application should be made to the Canadian Lung Association, 75 Albert Street, Suite 908, Ottawa K1P 5E7, before November 1.

****Dean's Society Graduate Fellowship** An annual award of \$5000 offered in the fall of each year. Recipient must be a full-time study with high academic achievement. Preference may be given to a second year student. No formal application necessary.

Faculty of Nursing Alumni Graduate Emergency Bursary

Awarded on the basis of academic performance and financial need to a student registered in the School of Graduate Studies, Department of Nursing, University of Toronto. Applications are made to the Chairman of the Awards Committee, Graduate Department of Nursing, Faculty of Nursing. Value: up to \$500.

****Florence Emory Fellowship** Award of \$3,500 is offered by the Faculty of Nursing Alumni Association to a student who has been accepted for full-time registration in the Master of Science

programme who intends to work in nursing following graduation and who is in need of financial assistance. Apply not later than March 31 to the Chairman of the Awards Committee, Graduate Department of Nursing, Faculty of Nursing.

Maurice Legault Fellowship in Clinical Cancer Nursing Awards are offered by the Canadian Society to assist nurses to gain the special skills necessary in caring for cancer patients and to encourage nurses to pursue a career in oncological nursing. For information and application forms, write to the Canadian Cancer Society, National Office, 77 Bloor Street West, Suite 1702, Toronto, M5S 3A1.

The National Health Research and Development Program (NIIRD) Supports health research and related scientific activities relevant to the attainment of national objectives in the health field, including topics of special interest to provincial and municipal health authorities. The Program is designed to encourage and support research and development projects, studies, demonstration projects and the formulation of research protocols in the areas of health services and public health. Particular emphasis is currently placed on research dealing with the organization and delivery of health care; illness prevention and health promotion; the assessment of genetic, socio-cultural and environmental health risks; the health of Native peoples, rehabilitation; population immune status and communicable disease control; and the dissemination of health services research outcomes. In addition to research, the Program provides support for the training and career development of health researchers in selected disciplines associated with public health, and offers limited contributions toward the cost of health research oriented workshops and conferences. For further information, write to Extramural Research Programs Directorate, Health Services and Promotion Branch, Health and Welfare Canada, Ottawa, Ontario K1A 1B4.

****Ontario Graduate Scholarship (OGS)** The Government of the Province of Ontario offers a number of Graduate Scholarships. Applicants must have a high level of academic achievement with first-class standing in their major subject areas. Applications and related required documents must be submitted in the early fall for the subsequent

academic year. Further information may be obtained from the Chairman of the Awards Committee, Graduate Department of Nursing, Faculty of Nursing, University of Toronto.

Ontario Ministry of Health Awards are available to Master's and Doctoral degree candidates for research training in clinical or community health areas. For information and application form, write to Supervisor, Grants Administration, Policy Development and Research Branch, Ministry of Health, Hepburn Block, 8th Floor, Queen's Park, Toronto, M7A 1R3.

Ontario Nursing Home Association Fellowship An award of \$750 is offered annually to a nurse registered full-time in the Master of Science Degree Programme. Candidates must have a serious intention of practising in the area of gerontological nursing in Ontario following graduation. Preference will be given to applicants specializing in the care of the institutionalized elderly. Apply by March 31 to the Awards Committee, Graduate Department of Nursing.

****Heart and Stroke Foundation of Ontario** Three fellowships of \$3,000 are offered to nurses who have been accepted for full-time registration in the graduate programme leading to the degree of Master of Science. Candidates must have a serious intention of practising in cardiovascular or cerebrovascular nursing in Ontario following graduation. Applications must be submitted by March 31 to the Chairman of the Awards Committee, Graduate Department of Nursing, University of Toronto, Faculty of Nursing.

****The Manuel and Anne Belle Pusitz Graduate Scholarship** Competition for this scholarship is open to students who: (1) demonstrate financial need; (2) have demonstrated successful achievement in the first year of the Master's programme; (3) are enrolling in the second year of the programme for full-time study. Preference may be given to an international student. The value is dependent upon income from the trust. Approximate value: \$3,000. Apply not later than March 31 to the Chairman of the Awards Committee, Graduate Department of Nursing.

RNAO Fellowship for Graduate Study (available to RNAO members) This fellowship is available for those pursuing studies at the Master's or

Doctoral level and is awarded at the RNAO Annual Meeting. Contact: Administrative Assistant, Member Programs Dept., RNAO, 33 Price Street, Toronto, Ontario, M4W 1Z2. Phone 923-3523 or toll free 1-800-268-7199.

Gordon E. Richards Fellowships Awards are offered by the Ontario Division of the Canadian Cancer Society for the purpose of completing or improving the training of persons who are or will be active in the field of cancer research either in clinical research, in diagnosis, or in the care and treatment of patients. For further details on eligibility and deadlines for application, please contact the Executive Director, Ontario Division, Canadian Cancer Society, 1639 Yonge Street, Toronto, M4T 2W6.

****University of Toronto Open Graduate Fellowships, 1991-92** Available to full-time Master's and Doctoral degree students. A student's application for admission with required documentation must be filed with the School of Graduate Studies by February 1st of each year. Awards are made on the basis of academic merit. Currently registered students must have applied for a provincial (OGS) or federal scholarship to be eligible for University of Toronto Open Graduate Fellowships.

White Sister Apparel Inc., Murray Rossman/RNAO Scholarship: Graduate Level
This Scholarship is available to an RNAO member studying at the Master's or Doctoral level and is awarded at the RNAO Annual Meeting. For details contact: Administrative Assistant, Member Programs Dept., RNAO, 33 Price Street, Toronto, Ontario M4W 1Z2. Phone 923-3523 or toll-free 1-800-268-7199.

**** Fellowships and scholarships described on pages 43, 44 and 45 and marked with a double asterisk are administered through the School of Graduate Studies and therefore have the additional eligibility requirement of a B+ average in the applicant's final two years of study.**



General Information

HOUSING INFORMATION

Most of the University's students live at home in Toronto. The balance are divided equally between those who locate off-campus accommodation about thirty minutes travel time from classes and those who reside in a student residence. Each campus Housing Service maintains listings of available dwellings advertised by city landlords and by students seeking others to join them. The University Housing Service in the Koffler Student Services Centre also serves as a year-round source of up-to-date residence information as well as other information a student might need to assist in locating and arranging suitable housing.

Residences: In the case of first year Arts and Science and professional faculty students, the residence application is sent by the Office of Admissions with the Supplementary Application Form. Lists of residences together with address and phone number, cost, and eligibility criteria can also be sent to students by the University Housing Service upon request. Such information should be obtained when a student first contemplates attending the University of Toronto. The application for residence accommodation should be completed and returned to the Office of Admissions or appropriate residence office as soon as students receives it and should not be delayed by waiting for academic admission. The latter does not guarantee a place in residence.

Family Housing: The unfurnished university apartments are available for full-time students but priority is given to couples, couples with children and single parents. Applications for these units should be obtained from the University Housing Service and submitted twelve to sixteen months before the desired date of occupancy depending on the type of accommodation requested. Students requesting this type of accommodation should apply as soon as they are seriously considering attending the university.

Off-campus Housing: The off-campus housing market has improved for tenants generally in Toronto, and there is ample accommodation available which is affordable for most students. Students who rent off-campus lodging use the lists of advertisements displayed in their Housing Services as they would the "classified" section of a

newspaper, locating accommodation to meet their needs while staying in temporary housing which they arrange in advance of their arrival. The Housing Service at the Koffler Student Services Centre will provide a list of temporary accommodation on request.

For the winter academic session, most students rent their long-term housing from August 1 or from October 1, avoiding the September 1 occupancy date which is popular with students at most post-secondary educational institutions in the city. Housing is usually advertised about three weeks in advance of the date it becomes available for occupancy and it generally takes one to three weeks for a student to locate suitable accommodation, depending on the type of housing desired and the budget allotted for lodging.

Cost: On average, with meals, residence will cost approximately \$5000 for the eight-month, academic session. Residences providing cooking facilities but no meal plan will cost approximately \$2700. Fees may be paid in two instalments at the beginning of each of the four-month fall and spring terms. Rent for the university apartments falls within the above range depending on the size of the unit, and is payable monthly. Rooms in shared houses or apartments off-campus generally cost students \$300 to \$350 per month. However, a student requiring a private apartment off-campus usually pays \$550 to \$700 or \$750 to \$900 for a one- or two-bedroom unit respectively.

More information can be obtained from the following offices: University of Toronto Housing Service, St. George Campus, Koffler Student Services Centre, 214 College Street, Toronto, Ontario, Canada, M5T 1R2 (416) 978-8045; Scarborough College, (416) 287-7365; and Erindale College (416) 828-5286.

NEW COLLEGE

The establishment of New College, which is open to students of most faculties or all first-entry students direct from high school, makes it possible for Faculty of Nursing students to become members of a college. Membership in a college is not obligatory, except for student residents in New College.

Students entering Year I will receive application forms for New College membership along with their offers of admission to the Faculty. A college fee of \$49 is required of all students accepted for membership at New College. Fees are subject to change.

New College is a multi-faculty college the membership of which includes students from most divisions of the University. Because such a wide range of subject interests is represented, membership in New College can be an education in itself. It is a spirited and challenging environment in which students have the opportunity to broaden their experience through meeting others in different fields. The College reflects, on a more personal level, the variety and interaction of the University as a whole.

College facilities and residences are housed in the same buildings to bring together all students and staff of the College. The academic and social facilities include the Donald G. Ivey Library, reading rooms, classrooms, common rooms, a large dining hall and two snack bars, music practice and stereo listening rooms.

New College offers a number of courses which may be of interest to professional faculty students as electives. In addition, College members may take advantage of the Writing Laboratory (for help in preparation of assignments and reports) and the Tutoring Centre (for individual help with problems in mathematics and statistics). A limited number of scholarships and bursaries are available to College members through the Registrar's Office.

Students entering Year I who indicate an interest in residence will receive a general residence application from the Office of Admissions. Students entering higher years who wish to enter the residence or join the College as non-resident members should apply to the Dean of Women or the Dean of Men, New College.

OFFICE OF THE UNIVERSITY OMBUDSPERSON

As part of the University's commitment to ensuring that the rights of its individual members are protected, the University Ombudsperson investigates grievances or complaints against the

University, or anyone in the University exercising authority, from any member of the University. The Ombudsperson offers advice and assistance with problems unresolved through regular University channels, and can recommend changes in academic or administrative procedures where this seems justified. In handling a grievance or complaint, the Ombudsperson has access to all relevant files and information, and to all appropriate University officials.

All matters dealt with by the Ombudsperson are handled in strict confidence unless the individual involved approves otherwise. The Ombudsperson is independent of all administrative structures of the University, and is accountable only to the Governing Council.

For further information, write or telephone the Office of the University Ombudsperson, University of Toronto, 16 Hart House Circle, Toronto, Ontario, M5S 1A1 (416) 978-4874.

SPECIAL SERVICES TO PERSONS WITH A DISABILITY

Special Services offers liaison with academic and administrative departments, and off-campus agencies. The service provides advocacy and support for students with a wide range of hidden and obvious physical disabilities and health considerations and incorporates a learning disability division which provides tutoring, counselling and access to computer labs. Facilities include provision of adaptive devices and equipment, on-campus transportation where appropriate and alternative exam conditions for those eligible.

Special Services provides information and resource material on health conditions, disability studies and legislation pertaining to accessibility and publishes a monthly newsletter.

The office is located in the Koffler Student Services Centre, 214 College Street, Toronto, Ontario, M5T 2Z9. Liaison officers are available at Scarborough and Erindale Colleges. Students are encouraged to contact the office as soon as possible to make their needs known. For more information, please contact the Co-ordinator at (416) 978-8060 or 978-1902 (TDD).

HEALTH SERVICE

The University Health Service offers comprehensive office-consulting facilities in general medicine, psychiatry and athletic injury. Contraceptive information, advice and prescription are readily available. The service will also try to advise appropriate referral if necessary.

To cover the cost of hospital care and of medical services not available within the Health Service, or required when the student is away from campus, the University requires all students to have the Ontario Hospital Insurance Plan (OHIP) or equivalent insurance coverage. Services rendered to uninsured persons are charged at normal rates.

Ontario citizens must obtain their own Health Card. Application forms are available at the Health Service.

Foreign students coming as landed immigrants or on a student visa for one full academic year are advised to go to the nearest OHIP office as soon as they arrive in the province to determine their eligibility for OHIP coverage.

Assistance of up to \$200 is provided for the repair of dental injuries to previously sound teeth incurred during participation in organized University athletics.

The Health Service is located in the Koffler Student Services Centre, 214 College Street, (416) 978-8030. Hours: Monday-Friday, 9:00 a.m. to 5:00 p.m., Wednesday to 7:00 p.m. Appointments may be made and a physician is on call after hours and on week-ends.

CAREER CENTRE

The Career Centre provides career counselling and employment services to students, graduates and recent alumni. Career counsellors are available to assist students in the investigation of careers and clarification of goals in addition to the development of employment-related skills. The Career Resources Library will prove a valuable resource to students in the formulation of career plans and in their search for employment. It includes undergraduate and graduate calendars for universities and colleges in Canada, the U.S. and overseas, as well as a wealth of information on

occupations, career planning and related subjects. Resources to help the job-seeker are extensive and include market research reports and information on potential employers. During the academic year, the Centre sponsors a series of career talks at which people from the professions and other fields discuss their career areas. Permanent employment is available to graduating students through the on-campus recruitment programme which begins in September and runs until March. After that, recent graduates may seek employment through the Permanent Job Registry. Summer and part-time jobs are also posted at the Centre. Seminars on all aspects of the job search are held regularly at the Centre and various other campus locations.

The Centre is located in the Koffler Student Services Centre, 214 College Street, Telephone number: 978-8000.

COUNSELLING AND LEARNING SKILLS SERVICE (CALSS)

The Counselling and Learning Skills Services provides personal counselling within the University for individuals and couples. The Service also conducts seminars and workshops on learning skills and other selected topics. The workshops focus on such subjects as attention and concentration, examination preparation, textbook reading, and notetaking. There are also individual and group workshops for students whose nervousness and anxiety interferes with their performance when writing tests and examinations.

The services offered by this office are available to all students. There is no charge for service and all discussions are strictly confidential. For further information, contact 978-7970, or visit the office which is located in the Koffler Centre, 214 College Street.

SEXUAL HARASSMENT EDUCATION, COUNSELLING AND COMPLAINT OFFICE

The University of Toronto does not tolerate any form of sexual harassment and is actively endeavouring to provide an environment free of it. All forms of sexual harassment, from verbal abuse to inappropriate touching to sexual assault are covered by the University's policy. The Sexual Harassment Education, Counselling and Complaint Office was established to educate the University

community on this issue and the Officer provides workshops, training and educational resources. The Sexual Harassment Office also provides counselling to those people who are the object of unwanted sexual attention and to those who are alleged to have sexually harassed someone. Formal complaints of Sexual Harassment are made through the Sexual Harassment Officer; contacting the Sexual Harassment Officer is not a commitment to file a complaint and at any point a complaint can be dropped.

The services of the Sexual Harassment Office are available to all members of the University. All complaints and requests for information will be kept completely confidential unless the individuals involved approve otherwise. Members of the University at Erindale and Scarborough Colleges may arrange to meet with the Sexual Harassment Officer at their respective campuses, or come to the downtown office, whichever is more convenient.

For information, to arrange educationals, or to file a complaint, contact the Sexual Harassment Education, Counselling and Complaint Office, University of Toronto, 455 Spadina Avenue (at College), Room 302, Toronto, Ontario, M5S 2G7. (416) 978-3908.



